

**DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT**

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August 28, 2009

Ms. Yolanda Butler, Ph.D., Acting Director  
Office of Community Services  
Administration for Children and Families  
U.S. Department of Health and Human Services  
370 L'Enfant Promenade, S.W.  
Washington, D.C. 20201

Dear Ms. Butler:

Enclosed is the State of California's Community Services Block Grant (CSBG) State Plan and Application for Federal Fiscal Years 2010 and 2011.

On August 25, 2009, the California Legislature conducted a public hearing on the proposed use and distribution of CSBG funds, as required by federal law. The letter signed by Assembly Member Jim Beall, Chair of the Assembly Committee on Human Services was sent to the Honorable Karen Bass, Speaker of the California State Assembly accepting the CSBG State Plan is included as part of this State Plan.

If you have any questions, please feel free to contact me at (916) 341-4300.

Sincerely,

A handwritten signature in cursive script that reads 'Lloyd Throne'.

Lloyd Throne  
Director

Enclosure

**STATE OF CALIFORNIA  
HEALTH AND HUMAN SERVICES AGENCY  
DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT**

# **COMMUNITY SERVICES BLOCK GRANT**

**FEDERAL FISCAL YEARS 2010/11**

**STATE PLAN AND APPLICATION**

**TO**

**U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES  
ADMINISTRATION FOR CHILDREN AND FAMILIES  
OFFICE OF COMMUNITY SERVICES**

**ARNOLD SCHWARZENEGGER  
GOVERNOR**

**KIMBERLY BELSHÉ  
SECRETARY**

**LLOYD THRONE  
DIRECTOR**

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# **OUTLINE FOR NARRATIVE STATE CSBG APPLICATION AND PLAN**

## **I. FEDERAL FISCAL YEAR OR YEARS COVERED BY THIS STATE PLAN AND APPLICATION**

This State plan and application cover Federal Fiscal Years 2010 and 2011.

## **II. LETTER OF TRANSMITTAL**

A cover letter is included with the final plan and will be submitted to the Office of Community Services (OCS) by September 1, 2009. The letter is addressed to the OCS Director and includes the State CSBG Program contact person and the State CSBG official who is to receive the CSBG grant award with complete address, telephone and fax numbers.

## **III. EXECUTIVE SUMMARY**

### **A. CSBG State Legislation**

California Government Code Section 12725 et seq. provides that the Community Services Block Grant (CSBG) Program in California shall be governed by the principle of community self-help, thereby promoting new economic opportunities for Californians living in poverty through well-planned, broadly-based and locally-controlled programs of community action.

The purpose of the CSBG Program is to stimulate an effective concentration of all available local, private, State, and Federal resources upon the goal of enabling low-income families, and low-income individuals of all ages, in rural and urban areas to attain the skills, knowledge, and motivations and to secure the opportunities needed for them to become fully self-sufficient.

### **B. Designation of Lead State Agency to Administer the CSBG Program**

Section 676(a) of the Community Services Block Grant Act, as amended (42 U.S.C. 9901, et seq.)(The Act), requires the Chief Executive of each State to designate an appropriate State agency to act as lead agency for administration of the Community Services Block Grant.

Under the Federal law referenced above, the Department of Community Services and Development (CSD) is designated as the State department responsible for administering the CSBG in California. The Director of CSD is the State official designated to sign assurances and receive the grant award. (Letter of designation is in Appendix C.)

### **C. Public Hearing Requirements**

#### **(1) Public Hearing**

Public notices were published in several newspapers in the northern, central, and southern parts of the State at least ten days prior to the hearing. The public legislative hearing hosted by the Assembly Human Services Committee was held on, Tuesday, August 25, 2009, at 1:30 p.m., in room 437 of the State Capitol in Sacramento, California.

#### **(2) Legislative Hearing**

As described above, the public legislative hearing hosted by the Assembly Human Services Committee was held on Tuesday, August 25, 2009, at 1:30 p.m., in room 437 at the State Capitol in Sacramento, California. The legislative hearing was advertised publicly and conducted to enable public comment. The State Plan includes an explanation of how comments will be received, reviewed and either incorporated or rejected by CSD prior to final submission of the State Plan (See Appendix B.)

#### **(3) Public Inspection of State Plan**

The draft State Plan was distributed for public review and comment regarding the content of the State Plan. Oral and written testimonies were accepted at the hearing. Written comments regarding the State Plan and suggested use of discretionary funds was accepted until Tuesday, August 25, 2009 by 5:00 p.m. The draft State Plan was made available for public viewing on the CSD website at [www.csd.ca.gov](http://www.csd.ca.gov).

### **IV. STATEMENT OF FEDERAL AND CSBG ASSURANCES**

As part of the annual or biennial application and plan required by Section 676 of the Act, the designee of the chief executive of the State hereby agrees to the Assurances in Section 676 of the Act.

#### **A. Programmatic Assurances**

##### **(1) Funds made available through this grant or allotment will be used:**

- (a)** To support activities that are designed to assist low-income families and individuals, including families and individuals receiving assistance under part A of title IV of the Social Security Act (42 U.S.C. 601, et seq.), homeless families and individuals, migrant or seasonal farm workers, and elderly low-income individuals and families to enable the families and individuals to:

- (i)** remove obstacles and solve problems that block the achievement of

self-sufficiency (including self-sufficiency for families and individuals who are attempting to transition off a State program carried out under part A of title IV of the Social Security Act);

- (ii) secure and retain meaningful employment;
  - (iii) attain an adequate education, with particular attention toward improving literacy skills of low-income families in the communities involved, which may include carrying out family literacy initiatives;
  - (iv) make better use of available income;
  - (v) obtain and maintain adequate housing and a suitable living environment;
  - (vi) obtain emergency assistance through loans, grants, or other means to meet immediate and urgent family and individual needs; and
  - (vii) achieve greater participation in the affairs of the communities involved, including the development of public and private grassroots partnerships with local law enforcement agencies, local housing authorities, private foundations, and other public and private partners to document best practices based on successful grassroots intervention in urban areas, to develop methodologies for widespread replication; and strengthen and improve relationships with local law enforcement agencies, which may include participation in activities such as neighborhood or community policing efforts;
- (b) To address the needs of youth in low-income communities through youth development programs that support the primary role of the family, give priority to the prevention of youth problems and crime, and promote increased community coordination and collaboration in meeting the needs of youth, and support development and expansion of innovative community-based youth development programs that have demonstrated success in preventing or reducing youth crime, such as programs for the establishment of violence-free zones that would involve youth development and intervention models (such as models involving youth mediation, youth mentoring, life skills training, job creation, and entrepreneurship programs); and after school child care programs; and
  - (c) To make more effective use of, and to coordinate with, other programs (including State welfare reform efforts). [‘676(b)(1)]
- (2) To describe how the State intends to use discretionary funds made available from the remainder of the grant or allotment described in Section 675C(b) of the Act in accordance with the Community Services Block Grant Program,

including a description of how the State will support innovative community and neighborhood-based initiatives related to the purposes of the Community Services Block Grant Program; ['676(b)(2)]

- (3) To provide information provided by eligible entities in the State, including:
  - (a) a description of the service delivery system, for services provided or coordinated with funds made available through grants made under Section 675C(a) of the Act, targeted to low-income individuals and families in communities within the State;
  - (b) a description of how linkages will be developed to fill identified gaps in services, through the provision of information, referrals, case management, and follow-up consultations;
  - (c) a description of how funds made available through grants made under Section 675(a) will be coordinated with other public and private resources; and,
  - (d) a description of how local entities will use the funds to support innovative community and neighborhood-based initiatives related to the purposes of the Community Services Block Grant, which may include fatherhood initiatives and other initiatives with the goal of strengthening families and encouraging effective parenting. ['676(b)(3)]
- (4) To ensure that eligible entities in the State will provide, on an emergency basis, for the provision of such supplies and services, nutritious foods, and related services, as may be necessary to counteract conditions of starvation and malnutrition among low-income individuals. ['676(b)(4)]
- (5) That the State and the eligible entities in the State will coordinate, and establish linkages between governmental and other social services programs to assure the effective delivery of such services to low-income individuals and to avoid duplication of such services. The State and the eligible entities will coordinate the provision of employment and training activities in the State and in communities with entities providing activities through statewide and local workforce investment systems under the Workforce Investment Act of 1998; ['676(b)(5)]
- (6) To ensure coordination between antipoverty programs in each community in the State, and ensure, where appropriate, that emergency energy crisis intervention programs under title XXVI (relating to low-income home energy assistance) are conducted in such communities. ['676(b)(6)]
- (7) To permit and cooperate with federal investigations undertaken in accordance with Section 678D of the Act. ['676(b)(7)]

- (8) That any eligible entity in the State that received funding in the previous fiscal year through a Community Services Block Grant under the Community Services Block Grant Program will not have its funding terminated under this subtitle, or reduced below the proportional share of funding the entity received in the previous fiscal year unless, after providing notice and an opportunity for a hearing on the record, the State determines that cause exists for such termination or such reduction, subject to review by the Secretary as provided in Section 678C(b) of the Act. ['676(b)(8)]
- (9) That the State and eligible entities in the State will, to the maximum extent possible, coordinate programs with and form partnerships with other organizations serving low-income residents of the communities and members of the groups served by the State, including religious organizations, charitable groups, and community organizations. ['676(b)(9)]
- (10) To require each eligible entity in the State to establish procedures under which a low-income individual, community organization, or religious organization, or representative of low-income individuals that considers its organization, or low-income individuals, to be inadequately represented on the board (or other mechanism) of the eligible entity to petition for adequate representation. ['676(b)(10)]
- (11) To secure from each eligible entity in the State, as a condition to receipt of funding, a community action plan (which shall be submitted to the Secretary, at the request of the Secretary, with the State plan) that includes a community-needs assessment for the community served, which may be coordinated with community-needs assessments conducted for other programs; ['676(b)(11)]
- (12) That the State and all eligible entities in the State will, not later than fiscal year 2001, participate in the Results Oriented Management and Accountability System, a performance measure system for which the Secretary facilitated development pursuant to Section 678E(b) of the Act. ['676(b)(12)]
- (13) To provide information describing how the State will carry out these assurances. ['676(b)(13)]

#### **B. Administrative Assurances**

The State further agrees to the following, as required under the Act:

- (1) To submit an application to the Secretary containing information and provisions that describe the programs for which assistance is sought under the Community Services Block Grant Program prepared in accordance with and containing the information described in Section 676 of the Act. ['675A(b)]



- (2) To use not less than 90 percent of the funds made available to the State by the Secretary under Section 675A or 675B of the Act to make grants to eligible entities for the stated purposes of the Community Services Block Grant Program and to make such funds available to eligible entities for obligation during the fiscal year and the succeeding fiscal year, subject to the provisions regarding recapture and redistribution of unobligated funds outlined below. ['675C(a)(1) and (2)]
- (3) In the event that the State elects to recapture and redistribute funds to an eligible entity through a grant made under Section 675C(a)(1) when unobligated funds exceed 20 percent of the amount so distributed to such eligible entity for such fiscal year, the State agrees to redistribute recaptured funds to an eligible entity, or require the original recipient of the funds to redistribute the funds to a private, nonprofit organization, located within the community served by the original recipient of the funds, for activities consistent with the purposes of the Community Services Block Grant Program. ['675C (a)(3)]
- (4) To spend no more than the greater of \$55,000 or 5 percent of its grant received under Section 675A or the State allotment received under section 675B for administrative expenses, including monitoring activities. ['675C(b)(2)]
- (5) In states with a charity tax credit in effect under State law, the State agrees to comply with the requirements and limitations specified in Section 675(c) regarding use of funds for statewide activities to provide charity tax credits to qualified charities whose predominant activity is the provision of direct services within the United States to individuals and families whose annual incomes generally do not exceed 185 percent of the poverty line in order to prevent or alleviate poverty among such individuals and families. ['675(c)]
- (6) That the lead agency will hold at least one hearing in the State with sufficient time and statewide distribution of notice of such hearing, to provide to the public an opportunity to comment on the proposed use and distribution of funds to be provided through the grant or allotment under Section 675A or '675B for the period covered by the State plan. ['676(a)(2)(B)]
- (7) That the chief executive officer of the State will designate an appropriate State agency for purposes of carrying out State Community Services Block Grant Program activities. ['676(a)(1)]
- (8) To hold at least one legislative hearing every three years in conjunction with the development of the State plan. ['676(a)(3)]
- (9) To make available for public inspection each plan or revised State plan in such a manner as will facilitate review of and comment on the plan. ['676(e)(2)]
- (10) To conduct the following reviews of eligible entities:

- (a) full on-site review of each such entity at least once during each three-year period; ['678B(a)(1)]
  - (b) an on-site review of each newly designated entity immediately after the completion of the first year in which such entity receives funds through the Community Services Block Grant Program; ['678B(a)(2)]
  - (c) follow-up reviews including prompt return visits to eligible entities, and their programs, that fail to meet the goals, standards, and requirements established by the State; ['678B(a)(3)]
  - (d) other reviews as appropriate, including reviews of entities with programs that have had other federal, State or local grants (other than assistance provided under the Community Services Block Grant Program) terminated for cause. ['678B(a)(4)]
- (11) In the event that the State determines that an eligible entity fails to comply with the terms of an agreement or the State plan, to provide services under the Community Services Block Grant Program or to meet appropriate standards, goals, and other requirements established by the State (including performance objectives), the State will comply with the requirements outlined in Section 678C of the Act, to:
- (a) inform the entity of the deficiency to be corrected; ['678C(a)(1)]
  - (b) require the entity to correct the deficiency; ['678C(a)(2)]
  - (c) offer training and technical assistance as appropriate to help correct the deficiency, and submit to the Secretary a report describing the training and technical assistance offered or stating the reasons for determining that training and technical assistance is not appropriate; ['678C(a)(3)(A)]
  - (d) at the discretion of the State, offer the eligible entity an opportunity to develop and implement, within 60 days after being informed of the deficiency, a quality improvement plan and to either approve the proposed plan or specify reasons why the proposed plan cannot be approved; ['678C(a)(4)(A)]
  - (e) after providing adequate notice and an opportunity for a hearing, initiate proceedings to terminate the designation of or reduce the funding to the eligible entity unless the entity corrects the deficiency. ['678(C)(a)]
- (12) To establish fiscal controls, procedures, audits and inspections, as required under Sections 678D(a)(1) and 678D(a)(2) of the Act.

- (13) To repay to the United States amounts found not to have been expended in accordance with the Act, or the Secretary may offset such amounts against any other amount to which the State is or may become entitled under the Community Services Block Grant Program. ['678D(a)(3)]
- (14) To participate, by October 1, 2001, and ensure that all-eligible entities in the State participate in the Results-Oriented Management and Accountability (ROMA) System ['678E(a)(1)].
- (15) To prepare and submit to the Secretary an annual report on the measured performance of the State and its eligible entities, as described under '678E(a)(2) of the Act.
- (16) To comply with the prohibition against use of Community Services Block Grant funds for the purchase or improvement of land, or the purchase, construction, or permanent improvement (other than low-cost residential weatherization or other energy-related home repairs) of any building or other facility, as described in Section 678F(a) of the Act.
- (17) To ensure that programs assisted by Community Services Block Grant funds shall not be carried out in a manner involving the use of program funds, the provision of services, or the employment or assignment of personnel in a manner supporting or resulting in the identification of such programs with any partisan or nonpartisan political activity or any political activity associated with a candidate, or contending faction or group, in an election for public or party office; any activity to provide voters or prospective voters with transportation to the polls or similar assistance with any such election, or any voter registration activity. ['678F(b)]
- (18) To ensure that no person shall, on the basis of race, color, national origin or sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under, any program or activity funded in whole or in part with Community Services Block Grant Program funds. Any prohibition against discrimination on the basis of age under the Age Discrimination Act of 1975 (42 U. S.C. 6101 et seq.) or with respect to an otherwise qualified individual with a disability as provided in Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 12131 et seq.) shall also apply to any such program or activity. ['678F(c)]
- (19) To consider religious organizations on the same basis as other non-governmental organizations to provide assistance under the program so long as the program is implemented in a manner consistent with the Establishment Clause of the first amendment to the Constitution; not to discriminate against an organization that provides assistance under, or applies to provide assistance under the community services block grant program on the basis that the organization has a religious character; and not to require a religious organization to alter its form of internal government except as provided under Section 678B

or to remove religious art, icons, scripture or other symbols in order to provide assistance under the community services block grant program. [‘679]

### **C. Other Administrative Certifications**

The State also certifies the following:

- (1) To provide assurances that cost and accounting standards of the Office of Management and Budget (OMB Circular A-110 and A-122) shall apply to a recipient of Community Services Block Grant Program funds.
- (2) To comply with the requirements of Public Law 103-227, Part C Environmental Tobacco Smoke, also known as the Pro-Children Act of 1994, which requires that smoking not be permitted in any portion of any indoor facility owned or leased or contracted for by an entity and used routinely or regularly for the provision of health, day care, education, or library services to children under the age of 18 if the services are funded by a federal grant, contract, loan or loan guarantee. The State further agrees that it will require the language of this certification be included in any subawards, which contain provisions for children's services and that all subgrantees shall certify accordingly.

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Signature

Administrator/Director of Designated Lead Agency

Date

## **V. THE NARRATIVE STATE PLAN**

### **A. Administrative Structure**

**(1) State Administrative Agency**

**(a) Mission Statement**

The mission of the Department of Community Services and Development is to administer and enhance energy and community service programs that result in an improved quality of life for the low-income population.

The Department of Community Services and Development fosters strong partnerships with local community organizations to provide high impact programs and leverage strategic resources resulting in ever-increasing hope, dignity and quality of life for California's low-income residents.

California's CSBG State Plan serves several purposes. As required by federal law, it contains the certification and assurances of the Chief Executive Officer of California that the State will meet programmatic and public hearing requirements set forth by the Congress. In addition, in accordance with guidance from the Office of Community Services' "Narrative State Plan", U.S. Department of Health and Human Services, the State Plan describes how the CSBG Program operates within California and reflects the locally-determined program priorities established through contractor planning, needs assessment, and public hearings.

**Responsibilities**

California Government Code Section 12780 provides that the powers and responsibilities of CSD as the State-administering agency for the CSBG Program are to ensure that all applicable federal requirements are met and the administrative requirements of this program are clear and uniform.

**(b) Goals and Objectives**

The Department of Community Services and Development's departmental goals are:

- i. Californians are fully aware of CSD's purpose and programs and how to access them.
- ii. CSD and its provider partners have the capacity and resources to meet the needs of California's low-income residents.
- iii. CSD is the national leader in service delivery and fiscal and programmatic accountability.
- iv. CSD and the CSBG Network and associations work together to strengthen and leverage their collective impact to improve the living conditions of low-income Californians.

- v. CSD and its CSBG Network are committed to improving the quality of life of the low-income by providing clear, correct, courteous, complete, concise, and competent service to the customer.
- vi. CSD's workforce is a team of highly skilled professionals committed to the organization, which makes things happen, recognizes and seizes opportunities, adds value, influences and inspires others, and continuously learns and grows.

Additionally, CSD identifies Family Self-Sufficiency as the statewide priority. As part of the Community Action Plan, eligible entities are asked to include a narrative description of the strategies supporting Family Self-Sufficiency utilized by the agency in support of the local planning process.

## **(2) Eligible Entities**

A list of eligible entities and geographic areas served is shown in Appendix A.

## **(3) Distribution and Allocation of Funds**

### **(a) Planned Distribution of Funds for Current Fiscal Year**

The annual distribution of funds planned for FFY 2010 and 2011 is shown in Appendix A. Local assistance funding projections for the CSBG are based upon the prior year's (FFY 2009) federal block grant award. Upon notification from HHS of each year's block grant award, CSD notifies eligible entities of funding levels.

## **B. Description of Criteria and Distribution Formula**

It is the intent of CSD to adhere to the mandates of Government Code Section 12725, et seq., to ensure that CSBG funds are distributed on an equitable basis so that all significant segments of the low-income population are being served. The director shall assure that financial assistance to eligible entities is distributed on an equitable basis.

Within the 90 percent allocation, CSD will fund those entities which meet both Federal and State requirements (Public Law 97-35, as amended, and Government Code Section 12730(e)). The authorization for the use of all CSBG funds will be in accordance with the State Budget Act of 2009 and 2010. The budgeted distribution is as follows:

Categories

Percent

Community Action Agencies and Rural Community Services	76.1
Migrant and Seasonal Farm Workers	10.0
American Indian Programs	3.9
Discretionary Funds	5.0
Administration	<u>5.0</u>
Total CSBG	100.0

### **Community Action Agencies and Rural Community Services**

Community Action Agencies and Rural Community Services will be funded through a 76.1 percent allocation of the total CSBG budget. Pursuant State Government Code Section 12759, CSD sets an allocation amount based on poverty population using the most recent decennial census. CSD will administer the CSBG Program with eligible entities to provide programs, services and activities that assist low income families achieve self sufficiency.

### **Migrant and Seasonal Farm Workers**

Migrant and Seasonal Farm Worker Programs will be funded through a 10 percent budget allocation. CSD will administer Migrant and Seasonal Farm Worker contracts through three established service districts (see appendix A for agency listing). Migrant and Seasonal Farm Worker contractors shall coordinate their plans and activities with other contractors funded by CSD to avoid duplication of services and to maximize services for all eligible beneficiaries.

### **American Indian Programs**

CSD recognizes the government-to-government relationship which exists between the federal government and American Indian Tribes. American Indian Tribes and tribal organizations eligible for direct funding from the U.S. Department of Health and Human Services are those which meet the requirements of Title VI, Subtitle B, Section 674(c)(5) of Public Law 97-35, as amended.

If an eligible American Indian Tribe or tribal organization located in California requests and receives funding from the Secretary, the amount of such funding shall be deducted from the California State allocation by the Secretary. American Indian Tribes and tribal organizations applying directly to the U.S. Department of Health and Human Services will be ineligible for CSBG funds from the State.

CSD will administer the American Indian Programs through eligible American Indian contractors who demonstrate community governance such as tribes and other American Indian nonprofit organizations in urban or rural areas.

American Indian Programs in the State have historically been funded through an allocation set-aside totaling 3.9 percent of the total CSBG allocation. CSD

contracts with three entities to administer the funds on behalf of the American Indian population in the State:

- Los Angeles County administers the Programs on behalf of the American Indian population within that county.
- Karuk Tribe of California provides direct services to its own tribe and subcontracts with four other tribes in Northern California.
- Northern California Indian Development Council, Inc. (NCIDC) is a nonprofit organization that provides direct services to tribal and off-reservation American Indians throughout the State and also subcontracts with over 115 tribes.

**C. Description of Distribution and Use of Restricted Funds ['675C(a)(3)]**

Please see Appendix A for a listing of agencies and proposed funding levels. CSD has not recaptured and redistributed any funds.

**D. Description of Distribution and Use of Discretionary Funds ['675C(b)]**

The State shall set aside up to 5 percent of the total Community Services Block Grant for discretionary use to support Limited Purpose Agencies, defined in subdivision (a) of Section 12775 as community-based nonprofit organizations [without tripartite boards].

**Limited Purpose Agencies**

- **Del Norte Senior Center** provides services to the uncapped area of Del Norte County. The Center provides minor home repairs and weatherization services, plus the Energy Crisis Intervention Program (ECIP). Also provided are senior meals and bus services and information and referral to the Center attendees.
- **Community Design Center (CDC)** provides a wide range of architectural, planning, housing development services, and technical assistance. The technical assistance is used by Community Action Agencies (CAA's) seeking to: modify playgrounds, design low-income living space, modify childcare centers, and to comply with provisions of the Americans with Disabilities Act.
- **Campesinos Unidos, Inc. (CUI)** is a private, non-profit organization designated as the Community Action Agency of Imperial County. The agency provides childcare development, emergency food services rental assistance, self-help family services, commodity distribution and free income tax preparation.
- **The Rural Community Assistance Corporation's (RCAC)** mission is to improve the quality of life for rural communities and disadvantaged people through partnerships, technical assistance and access to resources. RCAC strives to help community-based organizations and rural governments increase their own capacity to implement solutions to their problems. RCAC provides a wide range of housing and community development services to achieve this mission. These services increase the availability of safe and affordable housing; improve water, wastewater



and solid-waste management; build the capacity of local officials and community-based organizations; and develop the knowledge base of the rural public through education, publications, and training.

In addition, the utilization of the discretionary funds target to support special projects, provide training and technical assistance to agencies, fund projects such as asset development, disaster assistance efforts (i.e. drought assistance, cooling centers), and activities to enhance the operation of the agency (i.e. staff training, board development, technology).

In the event diminished federal appropriations for the CSBG result in California's California's appropriation reduced by any amount up to 3.5 percent below the amount of the federal appropriation from the prior year, CSD will comply with the provisions of Government Code Sections 12785 (a).

CSD will accept comments on the use of discretionary funds until 5:00 p.m., Tuesday, August 25, 2009.

#### **Training and Technical Assistance [678A]**

To ensure programmatic and financial accountability of eligible entities, CSD shall conduct ongoing training and technical assistance through training webinars, regional training, and direct training assistance to the agency. The eligible entities are provided training in topic areas that will assist in fulfilling the goals of the CSBG program. The trainings include topics such as: development of the Community Action Plan, Board of Directors' roles and responsibilities, Audit Compliance, Accurate Outcome reporting and training specific to the CSBG/IS Survey. Agency specific technical assistance is also provided to all eligible entities through their assigned Field Representative.

CSD has established additional options of training and technical assistance:

- 1) A partnership between the State Association (California/Nevada Community Action Partnership) and;
- 2) A Self Assessment Tool to assess an agency's strengths and weaknesses.

#### **Promoting Organizational Excellence and Training and Assistance Program**

This model is a collaboration between California/Nevada Community Action Partnership (Cal/Neva) and the State of California Department of Community Services and Development (CSD) that results in effective training and technical assistance strategies delivered to the CSBG Network in an effort to maximize effective delivery of services to the low-income population within California.

CSD, through a discretionary contract with Cal/Neva, provides financial assistance to support the Promoting Organizational Excellence and Training and Technical Assistance program designed to assist CSBG eligible entities stay current with the latest requirements, meet performance standards and grant requirements and utilize

the very best practices in non-profit governance, administration, finance, program and fund development, strategic planning, MIS and reporting, marketing, human resources and program delivery. In conjunction with the CSBG Advisory Committee and at the direction of CSD, organizational excellence is promoted through coordination activities. In addition, Cal/Neva members may identify unique training needs that may be addressed through the individualized peer to peer training and technical assistance component of the Promoting Organizational Excellence Program.

#### CSD Self-Assessment Tool

In 2006, CSD in collaboration with CSBG Blue Ribbon Task Force (a group of CSBG Network representatives) designed a self-assessment tool to assist the CSBG Network in assessing the core effectiveness competencies required to run a CSBG funded organization. The CSD Self-Assessment Tool focuses on board governance, leadership, financial stability, linkages, and program delivery.

CSD and Cal/Neva will promote the use of the CSD Self-Assessment Tool for use by all eligible entities in an effort to provide ongoing evaluation to programs. The Tool will be promoted as a tool that can be incorporated into everyday activity and combined with other planning efforts within the agency.

#### **E. Description of Use of Administrative Funds [‘675(b)(2)]**

Pursuant to federal law, CSD will use 5 percent of the total block grant award for administrative expenses in accordance with generally accepted governmental accounting principles. The State does not plan to use CSBG funds for a Charity Tax Credit Program.

#### **F. State Community Services Program Implementation**

**(1) Program Overview [‘676(b)(2)]** Describe the following using information provided to the State by eligible entities:

##### **(a) The Service Delivery System [‘676(b)(3)(A)]**

The state of California contains a varied geographical region, including several distinctive climate regions. This results in an abundance of specialized needs for impoverished people spread out over the state. The CSBG Network understands the needs of the low-income in their region and administers service delivery systems that meet the specific needs of their community.

The CSBG Network also provides services to address the changing needs of low-income people in the state. California is currently ranked sixth in the nation for unemployment, with the statewide rate at 11.6%. Eligible entities

deal with their county's high unemployment rate with counter measures such as emergency food, rental assistance and job services. Several eligible entities have also developed programs to combat the high foreclosure rate. With more than 189,000 foreclosure filings in 2009 alone, eligible entities focused efforts on assisting low-income people displaced due to the loss of their home.

The eligible entities are well acquainted with the needs of the community through the biennial process of submitting a Community Action Plan to CSD. The Community Action Plan assists the eligible entities in describing their service area and service delivery system. As part of the Community Action Plan, eligible entities submit a community profile and community needs assessment describing the current conditions of poverty within their community. Eligible entities provide direct services and/or sub-contract with community based organizations in an effort to provide the most applicable and effective services in their community to meet the needs addressed in the community needs assessment. The services are customized to address not only the needs of the community, but also obstacles to administering those services, such as rural services and a lack of transportation due to sporadic public transportation services.

**(b) Linkages ['676(b)(2)(B)]**

The CSBG Network partners with a variety of service providers from all sectors to maximize service availability to the low-income community. The eligible entities have developed collaborative partnerships with a myriad of entities, which may include City, County, State, and a variety of social service providers including faith-based partnerships and other community-based service providers. The Community Action Plan submitted by each agency includes a description of existing partnerships, as well as an assessment as to the effectiveness of the partnership. In addition to the partnerships the eligible entities also participate on a variety of workgroups within their community focusing on issues such as economic development, homelessness, Workforce Investment Boards and community mental health councils. These workgroups are important linkages that help identify gaps in services to the low-income community.

CSD also assists eligible entities with the development of strategic partnerships, including coordination and linkages. CSD accomplishes this by partnering with other federal and state organizations in an attempt to identify additional programs and funds that may be available to the CSBG Network in California. CSD will partner with the First Lady's Office and the State Department of Social Services to promote awareness on the earned income tax credit (EITC) benefit as part of the 1 percent benefit enrollment and coordination activities under the American Reinvestment and Recovery Act. The linkages formed by CSD are essential in assisting in identify gaps

and coordinating resources for serving the low-income.

**(c) Coordination with other Public and Private Resources['676(b)(1)(C)]**

CSD requires eligible entities to coordinate their activities with other public and private resources within their service area. The Community Action Plan requires that each eligible entity provide a description of how it will coordinate their services with other resources within the community. Many eligible entities have unique communities that face region specific problems, such as drought and fire. These entities require additional coordination with public and private resources to meet the emerging needs of the low-income. These eligible entities work with local fire departments, farm owners and state departments to ensure effective coordination and deployment of services.

Additionally, CSD works to identify potential partnerships and encourages and assists eligible entities in developing these partnerships by sharing information through the CSD Train Tracks blog or presenters at the quarterly CSBG Advisory Committee meetings.

**(d) Innovative Community and Neighborhood-based Initiatives ['676(b)(2)]**

CSD continues to encourage eligible entities to develop innovative community and neighborhood-based initiatives through the community action planning process, local coordination, and the development of alternative funding options. Examples of innovative programs include the following:

**North Coast Opportunities, Inc.**

In response to many community issues such as obesity, chronic illness, food security, food safety, environmental concerns, lack of social capital and economic concerns the North Coast Opportunities (NCO) embraced a comprehensive community food system project. One component of this project is the "Granary" project. This project is designed to empower people to take control of their health and food budget by incorporating fresh organic grains and beans into their diet. The NCO has worked with the Willits Economic Localization, a community business, and the City of Willits to develop this project. The goals of the project are to provide access to cheap healthy food for all, improve health, and provide food security and to create a market for these products while "growing" new farmers. The underlying goal of the project is to create more demand for the products and develop an infrastructure that would help new farmers grow beans and grains in the area.

The "Granary" project operates by selling the beans and grains through a new form of currency, the Mendo Food Futures Credits. The Mendo

Food Futures Credits are a tradable currency backed by the sustenance of life -- food. People can purchase these credits in \$10.00 increments and they hold their value for one year. Each credit is good for the purchase of either 11 pounds of brown rice, white rice, pinto beans or 17 pounds of triticale. One of the unique components of the project is the Mendo Food Futures Credits can be purchased with cash or food stamps.

The project also includes cooking classes where recipes are shared and techniques are given on how to incorporate cooking into individuals' busy lives.

Families are also educated about the need to maintain a reserve of food in the event of a natural disaster or other emergency to ensure they will have food on hand to feed their families. Worksheets are provided to assist individuals and families to calculate the amount of food they may need to store to meet their specific needs.

#### **Berkeley Community Action Agency**

The City of Berkeley has a disproportionate percentage of chronically homeless adults as compared to national averages. Nearly 70% of the homeless population in Berkeley meets the Housing and Urban Development (HUD) definition for chronic homelessness, which is dramatically higher than the national average of 20%. The Berkeley Community Action Agency (BCAA) has responded to this by supporting the Multi-Agency Service Center (MASC) and the Harrison House to combat the problem of chronic homelessness in the city.

The MASC has developed responsive programs to reach the chronically homeless that are living on the streets. The "Lockers to Housing" program offers locker storage for clients who live on the streets so their belongings can be in a safe location. Along with storage, clients are provided monthly case management meetings, where the case manager works with the client to stabilize income and to search for permanent housing.

Additionally, MASC staff members have recently begun an outreach program to identify chronically homeless, mentally ill and/or substance abusers, who are living in city parks and streets. The outreach will result in increased case management activities and placement into a housing subsidy wait list for supportive housing placement.

The Harrison House program works with clients to address their personal needs along six self-sufficiency tracks: housing, income security, family & community, health, prevention, and purpose. To support clients' efforts towards lasting movement out of poverty, Harrison House leverages the support of peers and outside resources to

help the individual along the 'change process.' Each participant is encouraged to develop a 'business and social network' of peers and community resources. The goal of the networking effort is to assist people to be resilient in their permanent housing by having peer supports of diverse partnerships and community service providers that are functional and sustainable during as program participants transition to permanent housing.

### **Community Action Partnership of San Bernardino County**

The Community Action Partnership of San Bernardino County (CAPSBC) implemented the "Passport Program" through its Family Development Program (FDP) to address the long-term needs of clients who were coming to CAPSBC for emergency services. FDP saw a "revolving door" process where staff were seeing the same clients coming back for services. Clients seemed to know just how much wait time was required before they were eligible to receive services again. The staff met with management and agreed that the goal should be to help their clients work toward achieving self-sufficiency and not be in need of emergency services on a continual basis. Clients apply for acceptance into the Passport Program by providing personal demographic information and also submitting a "goal" and "barriers" statement. Clients have the opportunity to tell the agency in their own words what they would like to achieve and what they feel their barriers are. After acceptance, the client meets with a Family Development Specialist to complete an assessment and develop some short-term goals. The Passport Program helps with employment supports such as: fees for Adult School to obtain their General Equivalency Diploma (GED), books, uniforms, fees for community college, food handlers' permits, Department of Motor Vehicle (DMV) fees, and others item necessary to bridge the employment gap. The program also helps clients with budgeting and debt management skills, referrals for mental health counseling, and basic needs such as food vouchers, rental assistance, and gasoline cards or Wal-Mart cards. The Passport Program addresses the needs of the entire family; therefore it also provides educational support for the children.

Clients meet monthly or bi-weekly with their Family Development Specialist to document progress toward goals and also to discuss any new barriers that may have arisen. The Passport case management program grew during 2008, with 17 families and 32 children participating. Five Passport clients were able to obtain part-time or full-time employment. Two clients enrolled in San Bernardino Adult School. Two other clients completed Adult School with certifications as Custodial Technician and Medical Assistant. One Passport client passed her DMV test and obtained her license; two other clients purchased vehicles. One Passport client obtained permanent housing. It is

important to realize that through case management, families who once felt they were lost in the system with nowhere to go are given a chance to regain control of their lives. The ability to receive support, be case managed and make change is something the majority of low-income need to make a push toward self-sufficiency.

### **Fresno Economic Opportunities Commission**

The Fresno Economic Opportunities Commission's (EOC) Sanctuary Youth Services provides a "continuum of care" in assisting runaway, homeless, or otherwise displaced youth with successful transition from adolescence to adulthood. The Sanctuary operates an emergency shelter for 11 to 17 year-old youth in crisis, provides outreach services to homeless youth and families on the streets, operates three transitional living centers to assist 16 to 24 year-old youth with preparation for sustainable, independent living, and maintains Safe Place sites throughout the county to facilitate youth access to shelter and services. These crisis intervention services are unique and unduplicated.

Sanctuary's Transitional Living Centers (TLC) served 76 youth between the ages of 18-24. All youth served were of a homeless status at the time they initiated contact with the TLC program. Self-reporting data indicates that 69% of the youth who became homeless were living with either relatives or friends and were evicted from their homes. Another 13% of the youth were released from an institution (substance abuse facility or jail) and had no housing alternative upon exit. Others were already either living on the streets or in a homeless shelter. Many of the root causes of their homelessness were reported as unemployment, criminal activity, substance abuse, or poor money management skills. 92% of youth living in the TLC are successfully transitioned to a safe and permanent living environment upon exiting the program.

The TLC program's primary focus is to stabilize the homeless person in a safe living environment and provide supportive services. These services include, but are not limited to, case management in education, employment, and life skills. If pre-existing conditions such as substance abuse are a factor, outpatient treatment is made available to prevent relapse and ensure success in achieving personal goals. These areas are targeted with the intent that improvement in these areas will result in the successful attainment of permanent housing and end the cycle of homelessness.

## **(2) Community Needs Assessment [676(b)(11)]**

CSD requires eligible entities to develop two-year Community Action Plans

(CAP). The CAPs are developed by eligible entities and are due to CSD June 30<sup>th</sup> biennially. Through the Needs Assessment in the CAP, eligible entities assess local poverty-related needs and identify and prioritize eligible activities to be undertaken with CSBG funds. The Needs Assessment in the 2009 CAPs reflected the changes in California's economy and how those changes reflected on low-income people. Many eligible entities reported growing concerns about the high unemployment rate in their county. Many California counties are well over the nation's high of 15% for unemployment. The low-income reported that those problems are compounded by high foreclosure rates and a statewide drought that is estimated to cause a loss of 16,200 to 23,700 full-time jobs. The use of the Needs Assessment allows the low-income to report their most pressing needs directly to the eligible entities. This permits the eligible entities to structure their services to fit voiced concerns of the low-income community.

The information and data gathered in the Needs Assessment drives the goal setting process and the formulation of program activities and delivery strategies. The Needs Assessment analyzes the demographic and economic conditions and other poverty-related factors identified in each community. The Needs Assessment includes an appraisal of existing programs/services available in the community, specific information about the effectiveness and amount of assistance being provided to deal with the problems and causes of poverty, and the establishment of priorities for projects, activities and most efficient and effectual use of CSBG resources. Additionally, the eligible entities describe the process undertaken to collect the most applicable information to be included as part of the Needs Assessment. In particular, the eligible entities describe how they ensure that the Needs Assessment reflects the current priorities of the low-income population in their particular service area.

### **(3) Tripartite Boards ['676B(a)(b)]**

Community Services Block Grant (CSBG) Tripartite Board requirements are monitored by the State through the following methods:

- (1) A Compliance Desk Review is completed on all CSBG Contracts for each program year. The Compliance Desk Review includes questions focusing on board structure and compliance with tripartite board requirements.
- (2) The State makes every feasible effort to schedule the On Site Monitoring Review corresponding to an agency Board Meeting. During the On-Site Compliance Review, the State completes an On-Site Compliance Review Report which addresses the tripartite board requirements.
- (3) All CSBG funded eligible entities are contractually required to submit both board minutes and board rosters to their assigned Field Representative.

### **(4) State Charity Tax Program ['675C(b)(2)(c)]**

This is not applicable to the State of California.



## G. Programmatic Assurances ['676(b)]

(a) Assurance '676(b)(1):

Funds made available through the grant or allotment will be used:

- (1) To support activities that are designed to assist low-income families and individuals, including families and individuals receiving assistance under part A of title IV of the Social Security Act (42 U.S.C. 601 et seq.), homeless families and individuals, migrant and seasonal farm workers, and elderly low-income individuals and families to enable families and individuals to:
  - (i) Assurance 676(b)(1)(A)(i): remove obstacles and solve problems that block the achievement of self-sufficiency (including self-sufficiency for families and individuals who are attempting to transition off a State program carried out under part A of title IV of the Social Security Act);
  - (ii) Assurance 676(b)(1)(A)(ii): secure and retain meaningful employment;
  - (iii) Assurance 676(b)(1)(A)(iii): attain an adequate education, with particular attention to improving literacy skills of low-income families in the communities involved, which may include carrying out family literacy initiatives;
  - (iv) Assurance 676(b)(1)(A)(iv): make better use of available income;
  - (v) Assurance 676(b)(1)(A)(v): obtain and maintain adequate housing and a suitable living environment;
  - (vi) Assurance 676(b)(1)(A)(vi): obtain emergency assistance through loans, grants, or other means to meet immediate and urgent family and individual needs; and
  - (vii) Assurance 676(b)(1)(A)(vii): achieve greater participation in the affairs of the communities involved, including the development of public and private grassroots partnerships with local law enforcement agencies, local housing authorities, private foundations, and other public and private partners to document best practices based on successful grassroots intervention in urban areas, to develop methodologies for widespread replication, and strengthen and improve relationships with local law enforcement agencies, which may include participation in activities such as neighborhood or community policing efforts.

CSD closely monitors the activities of the CSBG Network. In addition to on-site compliance visits and desk review monitoring, which covers each program year, CSD staff perform an extensive review of the narrative of how they meet Assurance 676(B)(1) submitted in the Community Action Plan. Eligible entities are also required to submit projected outcomes in accordance with the established National Performance Indicators. The success of obtaining these outcomes is monitored on an ongoing basis. The comprehensive monitoring for the eligible entities allows for CSD staff to assure that eligible entities are meeting all mandated assurances.

- (2) Assurance 676(b)(1)(B): To address the needs of the youth in low-income communities through youth development programs that support the primary role of the family, give priority to the prevention of youth problems and crime, and promote increased community coordination and collaboration in meeting the needs of youth, and support development and expansion of innovative community-based youth development programs that have demonstrated success in preventing or reducing youth crime, such as programs for the establishment of violence-free zones that would involve youth mediation, youth mentoring, life skills training, job creation, and entrepreneurship programs, and after-school child care programs.

As stated previously, eligible entities are required to conduct and submit a formal Needs Assessment for their community. The Needs Assessment is required to reflect the current needs of each community. Eligible entities submit a narrative as part of their Community Action Plan that describes how they meet Assurance 676(B)(1)(B) to address the needs of the youth in their communities. The needs will be met through various means, including summer youth programs, youth leadership initiatives, youth mentoring programs, crime diversion, and child care programs.

- (3) Assurance 676(b)(1)(C): To make more effective use of, and to coordinate with, other programs (including State welfare reform efforts).

Each eligible entity is required to submit a narrative describing the systems used to ensure optimal and effective use of coordination with other applicable programs within their community. Additionally, CSD staff take an active role in coordinating with other statewide programs including partnering with the First Lady's Office and State Department of Social Services to promote awareness on the Earned Income Tax Credit (EITC) under utilized by low income Californians

- (4) Assurance 676(b)(4): Eligible entities in the State will provide, on an emergency basis, for the provision of such supplies and services, nutritious foods, and related services, as may be necessary to counteract conditions

of starvation and malnutrition among low-income individuals.

Eligible entities provide a narrative detailing their compliance with providing emergency food assistance and nutrition to offset conditions of starvation and malnutrition. The eligible entities certify their compliance with this assurance in the Community Action Plan. The State will ensure that these activities are carried out through the review of the Community Action Plan, the monitoring of the eligible entities program performance and contract requirements.

Information reported from several state and local government agencies forecast a larger than normal fire season and increased effects of the statewide drought. The result of the drought and fires will be increases in the administering emergency food services by eligible entities to combat the lack of food experienced by displaced farm workers, temporary shelter in the event of fire and emergency rental/mortgage assistance for farm workers who become laid off due to the drought.

- (5) Assurance '676(b)(5): The eligible entities in the State will coordinate and establish linkages between governmental and other social services programs to assure the effective delivery of such services to low-income individuals and to avoid duplication of such services, and the State and the eligible entities will coordinate the provision of employment and training activities in the State and in communities with entities providing activities through statewide and local workforce investment systems under the Workforce Investment Act of 1998.

The eligible entities link with a plethora of governmental and other social services programs to assure the effective delivery of services to the low-income. The link with those social services programs ensure that the low-income have wrap-around services and are closer to moving to self-sufficiency. The linkages also ensure the avoidance of duplication of services. Linkages will be made by all eligible entities and will include local Workforce Investment Boards, social services departments and One Stop centers.

The State will ensure that these activities are carried out through the review of local Community Action Plans and the monitoring of contracts. All required assurances are included in the community action planning process.

- (6) Assurance '676(b)(6): The State will ensure coordination between antipoverty programs in each community in the State, and ensure, where appropriate, that emergency energy crisis intervention programs under title XXVI (relating to low-income home energy assistance) are conducted in such communities.

CSD will continue to foster coordination between antipoverty programs in each community, including the Low-Income Home Energy Assistance Program (LIHEAP), through coordination provisions of the CSBG contractors' Community Action Plans. CSD administers the federal LIHEAP program, which contains provisions for weatherization and energy crisis intervention. Eligible entities are acquainted with the local LIHEAP provider and utilize the linkage to serve the low-income in their community. Also, many eligible entities undertake relationships with direct energy and power service providers, such as PG&E, Edison and the California Public Utilities Commission.

CSD requires eligible entities to certify in the Community Action Plan that their agency will comply with these assurances. The State will ensure that these activities are carried out through the review of the Community Action Plan, the monitoring of the eligible entities program performance, and contract requirements.

- (7) Assurance '676(b)(9): The State and eligible entities in the State will, to the maximum extent possible, coordinate programs with and form partnerships with other organizations serving low-income residents of the communities and members of the groups served by the State, including religious organizations, charitable groups, and community organizations.

CSD requires eligible entities to certify in the Community Action Plan that their agency will comply with these assurances. The State will ensure that these activities are carried out through the review of the Community Action Plan, the monitoring of the eligible entities program performance, and contract requirements. Additionally, CSD is committed to working to establish new partnerships and develop existing partnerships which further the goals and objectives of the CSBG Program.

## **H. Fiscal Controls and Monitoring**

### **(1) Monitoring of Eligible Entities ['678B(a)]**

- (a) Assurance 678B(a)(1): a full onsite review of each such entity at least once during each 3-year period;
- (b) Assurance 678B(a)(2): an onsite review of each newly designated entity immediately after the completion of the first year in which such entity receives funds through the Community Services Block Grant Program;
- (c) Assurance 678B(a)(3): follow-up reviews including prompt return visits to eligible entities, and their programs, that fail to meet the goals, standards, and requirements established by the State;

- (d) Assurance 678B(a)(4): other reviews as appropriate, including reviews of entities with programs that have had other Federal, State or local grants (other than assistance provided under the Community Services Block Grant Program) terminated for cause; and
- (e) Specify the date of the last audit conducted and the period covered by the audit for each eligible entity.

An in-house Compliance Desk Review is conducted on all Community Services Block Grant (CSBG) contractors and covers each program year. A review tool is used to assess the status of each CSBG contractors' ability to adhere to the requirements set forth as part of the CSBG Federal and State Laws and Regulations. Depending on the On-Site Compliance Review schedule and/or the results of the Compliance Desk Review, the State will either develop a Desk Review Compliance Report or schedule an On-Site Compliance Review. Following an On-Site Compliance Review, a written report is prepared which summarizes the findings of the On-Site Compliance Review. An agency with multiple issues or concerns related to the solvency or programmatic requirements will be subject to follow up on-site visits, more frequent reporting or submission of additional documentation to support expenditures or programmatic data.

Eligible entities are required to have a single agency wide audit conducted in accordance with Office of Management & Budget Circular A-133. The CSD Audit Services Unit (ASU) reviews the annual audits that are submitted by the eligible entities receiving funding through CSD. The audits of nonprofit eligible entities are due to CSD within nine months of the end of their fiscal year. Audits from governmental entities are submitted through the State Controller's Office with a copy to CSD and are due to CSD nine months after the end of their fiscal year. ASU reviews the audits for issues identified in the reports and for compliance with the governing laws and regulations. ASU investigates issues raised in the audit reports and follow-up on leads identified by Field Representatives.

## **(2) Corrective Action, Termination and Reduction of Funding ['678C]**

State regulations specify procedures for corrective action, termination and reduction of funding in compliance with federal law, including:

- (1) Inform the Contractor of the deficiency to be corrected;
- (2) Require the Contractor to correct the deficiency;
- (3) Offer technical assistance to help correct the deficiency, if appropriate;
- (4) Allow the Contractor to develop and implement, within 60 days after being informed of the deficiency, a quality improvement plan to correct the deficiency within a reasonable period of time, as determined by the State.

**(3) Fiscal Controls, Audits, and Withholding ['678D(a)(1)(2)]**

- (a) Assurance '676(b)(7): The State will permit and cooperate with federal investigations undertaken in accordance with section 678D of the Act.

CSD will cooperate with investigations, audits, and program reviews conducted by the Federal and State government by providing access to fiscal and programmatic records.

- (b) Assurance '676(b)(8): Any eligible entity in the State that received funding in the previous fiscal year through a community services block grant under the Community Services Block Grant Program will not have its funding terminated or reduced below the proportional share of funding the entity received in the previous fiscal year unless, after providing notice and an opportunity for a hearing on the record, the State determines that cause exists for such termination or such reduction, subject to review by the Secretary as provided in Section 678C(b) of the Act.

State Government Code Section 12736(e) and CSBG regulations provide that CSBG contractors will receive due process to determine if a violation of State or federal law requires suspension or termination proceedings, subject to the review and concurrence of the Secretary of the U.S. Department of Health and Human Services.

CSD will not reduce below its proportional share of funding any community action agency's, any eligible Indian organization or migrant and seasonal farm worker organization's present or future funding. CSBG contractors will receive due process to determine if a funding reduction is recommended, subject to the review and concurrence of the Secretary of the U.S. Department of Health and Human Services.

- (c) Assurance '676(b)(10): The State will require each eligible entity in the State to establish procedures under which a low-income individual, community organization, or religious organization, or representative of low-income individuals that considers its organization, or low-income individuals, to be inadequately represented on the board (or other mechanism) of the eligible entity to petition for adequate representation.

As part of the Community Action Plan, each agency is required to submit a narrative description which specifies how they intend to implement the above assurance.

**I. Accountability and Reporting Requirements**

**(1) Results Oriented Management and Accountability (ROMA) ['676(b)(12)]**

Following the requirements set forth in the Government Performance and Results Act (GPRA) and the development of the 15 National Performance Indicators (NPI), the CSBG Network within California is required to report their progress towards achieving the specified outcomes. As part of the Community Action Plan, eligible entities are required to provide two-year projections of the outcomes. Eligible entities are also required to submit annual projections of the outcomes as part of the CSD Contract. The progress towards achieving these outcomes is monitored through a mid-year report due to CSD July 20th of each year and through the annual report due to CSD January 20th following the conclusion of the program year.

The CSBG Network within California report on the following 15 National Indicators of Community Action Performance:

National Goals and Performance Indicators:

**Goal 1: Low-Income People Become More Self-Sufficient**

**NPI 1.1 Employment**

The number and percentage of low-income participants in Community Action employment initiatives who get a job or become self-employed, as measured by one or more of the following:

- A. Unemployed and obtained a job
- B. Employed and maintained a job for at least 90 days
- C. Employed and obtained an increase in employment income
- D. Achieved "living wage" employment and benefits

**NPI 1.2 Employment Supports**

The number of low-income participants for whom barriers to initial or continuous employment are reduced or eliminated through assistance from community action, as measured by one or more of the following:

- A. Obtained skills/competencies required for employment
- B. Completed ABE/GED and received certificate or diploma
- C. Completed post-secondary education program and obtained certificate or diploma
- D. Enrolled children in "before" or "after" school programs
- E. Obtained care for child or other dependant in order
- F. Obtained access to reliable transportation and/or driver's
- G. Obtained health care services for themselves or a family
- H. Obtained safe and affordable housing
- I. Obtained food assistance
- J. Obtained non-emergency LIHEAP energy assistance
- K. Obtained non-emergency WX energy assistance
- L. Obtained other non-emergency energy assistance (State/local/private

energy programs. Do not include LIHEAP or WX)

#### NPI 1.3 Economic Asset Enhancement and Utilization

The number and percentage of low-income households that achieve an increase in financial assets and/or financial skills as a result of community action assistance, and the aggregated amount of those assets and resources for all participants achieving the outcome, as measure by one or more of the following:

##### A. Enhancement

1. Number and percent of participants in tax preparation programs who identify for any type of Federal or State tax credit and the expected aggregated dollar amount of credits
2. Number and percentage obtained court-ordered child support payments and the expected annual aggregated dollar amount of payments
3. Number and percentage enrolled in telephone lifeline and/or energy discounts with the assistance of the agency and the expected aggregated dollar amount of savings

##### B. Utilization

1. Number and percent demonstrating ability to complete and maintain a budget for over 90 days
2. Number and percent opening an Individual Development Account (IDA) or other savings account and increased savings, and the aggregated amount of savings
3. Number and percent of participants who increased their savings through IDA or other savings accounts and the aggregated amount of savings
  - a. Number and percent capitalizing a small business due to accumulated savings
  - b. Number and percent pursuing post-secondary education due to savings
  - c. Number and percent purchasing a home due to accumulated savings
  - d. Number and percent of participants purchasing other assets with accumulated savings

#### **Goal 2: The conditions in which low-income people live are improved.**

#### NPI 2.1 Community Improvement and Revitalization

Increase in, or safeguarding of threatened opportunities and community resources or services for low-income people in the community as a result of community action projects/initiatives or advocacy with other public and private agencies, as measured by one or more of the following:

- A. Jobs created, or saved, from reduction or elimination in the community
- B. Accessible "living wage" jobs created, or saved, from reduction or elimination in the community
- C. Safe and affordable housing units created in the community
- D. Safe and affordable housing units in the community preserved or improved



- through construction, weatherization or rehabilitation achieved by community action activity or advocacy
- E. Accessible safe and affordable health care services/facilities for low-income people created or saved from reduction or elimination
- F. Accessible safe and affordable childcare or child development placement opportunities for low-income families created or saved from reduction or elimination
- G. Accessible “before school” and “after school” program placement opportunities for low-income families created or saved from reduction or elimination
- H. Accessible new, or expanded transportation resources or those that are saved from reduction or elimination, that are available to low-income people, including public or private transportation
- I. Accessible or increased educational and training placement opportunities or those that are saved from reduction or elimination that are available for low-income people in the community, including vocational, literacy and life skill training, ABE/GED, and post-secondary education

#### NPI 2.2 Community Quality of Life and Assets

The quality of life and assets in low-income neighborhoods are improved by community action initiative or advocacy, as measured by one or more of the following:

- A. Increase in community assets as a result of a change in law, regulation or policy, which results in improvements in quality of life and assets
- B. Increase in the availability or preservation of community facilities
- C. Increase in the availability or preservation of community services to improve public health and safety
- D. Increase in the availability or preservation of commercial services within low-income neighborhoods
- E. Increase or preservation of neighborhood quality-of-life resources

#### NPI 2.3 Community Engagement

The number of community members working with Community Action to improve conditions in the community.

- A. Number of community members mobilized by Community Action that participate in community revitalization and anti-poverty initiatives
- B. Number of volunteer hours donated to the agency (This will be ALL volunteer hours)

### **Goal 3: Low-Income people own a stake in their community.**

#### NPI 3.1 Community Enhancement Through Maximum Feasible Participation

- A. The total number of hours donated by low-income individuals to Community Action. (This is only the number of volunteer hours from individuals who are low-income.)

**NPI 3.2 Community Empowerment Through Maximum Feasible Participation**

The number of low-income people mobilized as a direct result of community action initiative to engage in activities that support and promote their own well-being and that of their community, as measured by one or more of the following:

- A. Number of low-income people participating in formal community organizations, government, boards or councils provide input to decision-making and policy setting through community action efforts
- B. Number of low-income people acquiring businesses in their community as a result of community action assistance
- C. Number of low-income people purchasing their own homes in their community as a result of community action assistance
- D. Number of low-income people engaged in non-governance community activities or groups created or supported by community action

**Goal 4: Partnerships among supporters and providers of services to low-income people are achieved.**

**NPI 4.1 Expanding Opportunities Through Community-Wide Partnerships**

The number of organizations, both public and private, community action actively works with to expand resources and opportunities in order to achieve family and community outcomes.

- A. Non-Profit
- B. Faith Based
- C. Local Government
- D. State Government
- E. Federal Government
- F. For-Profit Business or Corporation
- G. Consortiums/Collaboration
- H. Housing Consortiums/Collaboration
- I. School Districts
- J. Institutions of post secondary education/training
- K. Financial Banking Institutions
- L. Health Service Institutions
- M. State wide associations or collaborations

**Goal 5: Agencies increase their capacity to achieve results.**

**NPI 5.1 Agency Development**

The number of human capital resources available to Community Action that

increase agency capacity to achieve family and community outcomes, as measured by one or more of the following:

- A. Number of C-CAPs
- B. Number of ROMA Trainers
- C. Number of Family Development Trainers
- D. Number of Child Development Trainers
- E. Number of staff attending trainings
- F. Number of board members attending trainings
- G. Hours of staff in trainings
- H. Hours of board members in trainings

**Goal 6: Low-income people, especially vulnerable populations, achieve their potential by strengthening family and other supportive environments.**

**NPI 6.1 Independent Living**

The number of vulnerable individuals receiving services from community action that maintain an independent living situation as a result of those services:

- A. Senior Citizens
- B. Individuals with Disabilities
  - a. 0-17
  - b. 18-54
  - c. 55-over

**NPI 6.2 Emergency Assistance**

The number of low-income individuals served by community action who sought emergency assistance and the number of those individuals for whom assistance was provided.

- A. Emergency Food
- B. Emergency fuel or utility payments funded by LIHEAP or other public and private funding sources
- C. Emergency Rent or Mortgage Assistance
- D. Emergency Car or Home Repair
- E. Emergency Temporary Shelter
- F. Emergency Medical Care
- G. Emergency Protection from Violence
- H. Emergency Legal Assistance
- I. Emergency Transportation
- J. Emergency Disaster Relief
- K. Emergency Clothing

**NPI 6.3 Child and Family Development**

The number and percentage of all infants, children, youth, parents, and

other adults participating in developmental or enrichment programs that achieve program goals, as measured by one or more of the following:

A. Infants and Children

1. Infants and children obtain age appropriate immunizations, medical and dental care
2. Infant and child health and physical development are improved as a result of adequate nutrition
3. Children participate in pre-school activities to develop school readiness skills
4. Children who participate in pre-school activities are developmentally ready to enter Kindergarten or 1<sup>st</sup> Grade

B. Youth

1. Youth improve physical health and development
2. Youth improve social/emotional development
3. Youth avoid risk-taking behavior for a defined period of time
4. Youth have reduced involvement with criminal justice system
5. Youth increase academic, athletic or social skills for school success

C. Parents and Other Adults

1. Parents and other adults learn and exhibit improved parenting skills
2. Parents and other adults learn and exhibit improved family functioning skills

NPI 6.4 Family Supports

Low-income people who are unable to work, especially seniors, adults with disabilities, and caregivers, for whom barriers to family stability are reduced or eliminated, as measured by one or more of the following:

- A. Enrolled children in before or after school programs
- B. Obtained care for child or other dependent
- C. Obtained access to reliable transportation and/or driver's license
- D. Obtained health care services for themselves or family member
- E. Obtained safe and affordable housing
- F. Obtained food assistance
- G. Obtained non-emergency LIHEAP energy assistance
- H. Obtained non-emergency WX energy assistance
- I. Obtained other non-emergency energy assistance (State/local/private energy programs. Do Not Include LIHEAP or WX)

NPI 6.5 Service Counts

The number of services provided to low-income individuals and/or families, as measured by one or more of the following:

- A. Food Boxes

- B. Pounds of Food
- C. Units of Clothing
- D. Rides Provided
- E. Information and Referral Calls

CSD is committed to ensuring each agency within the CSBG Network fully understands and is accurately reporting on the above outcome indicators. CSD staff provide regional trainings focusing on the National Performance Indicators and are available to provide tailored training on-site at eligible entities requiring additional assistance.

**(2) The Annual Report of the Act ['678E(a)(2)]**

In accordance with federal law and Department of Health and Human Services (HHS) guidelines, the State will submit an annual report to the National Association for State Community Services Programs (NASCS) and HHS, Office of Community Services (OCS). The Report includes all required information, including performance objectives, program accomplishments and activities, comparison of planned and actual expenditures, a profile of participants served, a statistical report on CSBG Program Services and a report regarding training and technical assistance provided by the state.

CSD has specific policies and procedures in place to ensure that the annual report is submitted in a timely manner. Reports focusing on the client demographics and National Performance Indicators are due from each agency to CSD on January 20<sup>th</sup> of each year. These reports are carefully analyzed and examined for accuracy and completion. The additional forms necessary for the annual report are submitted to CSD no later than March 1<sup>st</sup> of each year. These forms, with include a report of all other resources generated by the eligible entities, a breakdown of CSBG funds administered by the eligible entities into service categories and a narrative description of accomplishments are also carefully analyzed for accuracy and completion. The submittal of these reports no later than March 1<sup>st</sup> allows CSD ample time to compile reports and ensure the annual report is submitted by the established due date.

## **APPENDIX A**

### **PROJECTED FUNDING ALLOCATION**

Department of Community Services and Development (CSD)

Community Services Block Grant (CSBG)

Estimated 2010 Allocation of Federal Funds

## Estimated 2010 Allocation of Federal Funds Community Action Agencies

County	Agency	Poverty Population	Percent of Poverty Population	Proposed 2010 Allocation
Alameda	Berkeley CAA	19,495	0.00414	259,646
Alameda	Associated Community Action Program	60,820	0.01292	571,226
Alameda	City of Oakland, Department of Human Services	76,489	0.01625	718,453
Alpine	Inyo Mono Advocates for Community Action, Inc.	232	0.00005	2,211
Amador/Tuolumne	Amador/Tuolumne CAA	8,498	0.00181	254,217
Butte	CAA of Butte County, Inc.	39,148	0.00832	367,848
Calaveras/Mariposa	Calaveras/Mariposa CAA	7,193	0.00153	253,565
Colusa	SEE GLENN			
Contra Costa	Contra Costa Employment & Human Services Dept	71,575	0.01521	672,472
Del Norte	Del Norte Senior Center	4,765	0.00101	44,655
El Dorado	El Dorado County Department of Human Services	11,079	0.00235	255,475
Fresno	Fresno County EOC	179,085	0.03805	1,682,286
Glenn/Colusa/Trinity	Glenn County Human Resource Agency	10,065	0.00214	254,986
Humboldt	Redwood CAA	24,059	0.00511	261,906
Imperial	Campesinos Unidos, Inc.	29,681	0.00631	278,981
Inyo/Mono	Inyo Mono Advocates for Community Action, Inc.	3,700	0.00079	251,841
Kern	CAP of Kern	130,949	0.02783	1,230,435
Kings	Kings CAO	21,307	0.00453	260,555
Lake	Lake County CAA	10,081	0.00214	254,986
Lassen/Plumas/Sierra	Lassen/Plumas/Sierra CAA	6,561	0.00139	253,239
Los Angeles	Foothill Unity Center, Inc.	38,468	0.00817	361,216
Los Angeles	Long Beach CSDC	103,434	0.02198	971,792
Los Angeles	County of Los Angeles Dept of Public Social Services	731,647	0.15547	6,873,724
Los Angeles	City of Los Angeles, CDD, HS&NDD	801,050	0.17021	7,525,417
Madera	CAP of Madera County, Inc.	24,514	0.00521	262,139
Marin	Community Action Marin	15,601	0.00332	257,735
Mariposa	SEE CALAVERAS			
Mendocino	North Coast Opportunities	13,505	0.00287	256,687
Merced	Merced County CAA	45,059	0.00957	423,114
Modoc/Siskiyou	Modoc/Siskiyou CAA	10,071	0.00214	254,986
Mono	SEE INYO			
Monterey	Monterey County CAP	51,692	0.01098	485,453
Napa	Community Action Napa Valley	9,913	0.00211	254,916
Nevada	Nevada County Dept of Housing & Community Services	7,332	0.00156	253,635
Orange	CAP of Orange County	289,475	0.06151	2,719,513
Placer	County of Placer Dept of Health and Human Services	14,272	0.00303	257,060
Plumas	SEE LASSEN			
Riverside	CAP of Riverside County	214,084	0.04549	2,011,228
Sacramento	Sacramento Employment and Training Agency	169,784	0.03608	1,595,188
San Benito	San Benito County DCS&WD	5,241	0.00111	252,586
San Bernardino	CAP of San Bernardino County	263,412	0.05597	2,474,575
San Diego	County of San Diego, H&HAS, CAP	338,399	0.07191	3,179,323

County	Agency	Poverty Population	Percent of Poverty Population	Proposed 2010 Allocation
San Francisco	EOC of San Francisco	86,585	0.01840	813,511
San Joaquin	San Joaquin County Dept of Aging & Community Svcs	97,105	0.02063	912,105
San Luis Obispo	CAP of San Luis Obispo County, Inc.	29,775	0.00633	279,865
San Mateo	CAA of San Mateo County, Inc.	40,692	0.00865	382,439
Santa Barbara	CAC of Santa Barbara County, Inc.	55,086	0.01171	517,729
Santa Clara	Sacred Heart Community Service	124,470	0.02645	1,169,422
Santa Cruz	CAB of Santa Cruz County, Inc.	29,383	0.00624	275,887
Shasta	Shasta County CAA	24,556	0.00522	262,162
Sierra	SEE LASSEN			
Siskiyou	SEE MODOC			
Solano	CAP of Solano County	31,344	0.00666	294,455
Sonoma	CAP of Sonoma County	36,349	0.00772	341,321
Stanislaus	Central Valley Opportunity Center, Inc.	70,406	0.01496	661,420
Sutter	Sutter County CAA	12,031	0.00256	255,965
Tehama	Tehama County CAA	9,503	0.00202	254,706
Trinity	SEE GLENN			
Tulare	Community Services & Employment Training, Inc.	86,572	0.01840	813,511
Tuolumne	SEE AMADOR			
Ventura	Community Action of Ventura County, Inc.	68,540	0.01456	643,735
Yolo	County of Yolo, Dept of Employment & Social Services	29,787	0.00633	279,865
Yuba	Yuba County CSC	12,205	0.00259	256,036

TOTAL, all counties

4,706,124	1.00000	47,213,404
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**PROJECTED FUNDING ALLOCATION FOR  
LIMITED PURPOSE AGENCIES**

<u>AGENCY</u>	<u>SERVICE AREA</u>	<u>DOLLAR AMOUNT</u>
CAMPESINOS UNIDOS, INCORPORATED 1005 "C" Street P.O. Box 39 Brawley, CA 92227 (619) 344-6300 Jose M. Lopez, Executive Director	San Diego Co.	\$ 81,846
DEL NORTE SENIOR CENTER 1765 Northcrest Drive Crescent City, CA 95531 (707) 464-3069 (707) 464-9013 Cynthia Brande, Executive Director	Del Norte Co.	\$ 89,600
COMMUNITY DESIGN CENTER 1705 Ocean Avenue San Francisco, CA 94112 (415) 586-1235 Charles B. Turner, Jr., Executive Director	Statewide	\$123,262
RURAL COMMUNITY ASSISTANCE CORPORATION 3120 Freeboard Drive, Suite 201 West Sacramento, CA 95691 (916) 447-9832 William French, Executive Director	Statewide	\$138,053
TOTAL PROJECTED ALLOCATION		<u>\$432,761</u>

**PROJECTED FUNDING ALLOCATION FOR  
MIGRANT AND SEASONAL FARM WORKERS**

<u>AGENCY</u>	<u>SERVICE AREA</u>	<u>DOLLAR AMOUNT</u>
CALIFORNIA HUMAN DEVELOPMENT CORPORATION 3315 Airway Drive Santa Rosa, CA 95403 (707) 523-1155 Michael Micciche, Executive Director	FARM WORKER DISTRICT I: Alpine, Amador, Butte, Calaveras, Colusa, Contra Costa, Del Norte, El Dorado, Glenn, Humboldt, Lake, Lassen, Marin, Mendocino, Modoc, Napa, Nevada, Placer, Plumas, Sacramento, San Joaquin, Shasta, Sierra, Siskiyou, Solano, Sonoma, Sutter, Tehama, Trinity, Yolo, and Yuba Counties	\$1,385,882
CENTER FOR EMPLOYMENT TRAINING	FARM WORKER DISTRICT III: Alameda, Imperial, Inyo, Los Angeles,	\$1,867,927

701 Vine Street  
 San Jose, CA 95110  
 (408) 287-7924 - CSBG  
 Hermalinda Sapien, Executive Director

Mono, Monterey, Orange, Riverside,  
 San Benito, San Bernardino, San  
 Diego, San Francisco, San Luis Obispo,  
 San Mateo, Santa Barbara, Santa  
 Clara, Santa Cruz, and Ventura  
 Counties

CENTRAL VALLEY OPPORTUNITY  
 CENTER  
 6838 West Bridget Court  
 P.O. Box 1389  
 Winton, CA 95388  
 (209) 357-0062  
 Ernie Flores, Executive Director

FARM WORKER DISTRICT II (Partial)  
 Mariposa, Tuolumne, Stanislaus,  
 Madera, and Merced Counties

\$542,301

PROTEUS, INCORPORATED  
 1830 N. Dinuba Boulevard  
 Visalia, CA 93291  
 P.O. Box 727 - Mailing Address  
 Visalia, CA 93279  
 (209) 733-5423  
 Michael McCann, Chief Executive Officer

FARM WORKER DISTRICT II (Partial)  
 Fresno, Kern, Kings and Tulare Counties

\$2,229,462

LA COOPERATIVA CAMPESINA  
 DE CALIFORNIA  
 7801 Folsom Boulevard, Suite 365  
 Sacramento, CA 95826  
 (916) 388-2220  
 Raul Meyreles, Executive Director

STATEWIDE

\$178,555

TOTAL PROJECTED ALLOCATION

\$6,204,127

**PROJECTED FUNDING ALLOCATION FOR  
 AMERICAN INDIANS**

**AGENCY**

**SERVICE AREA**

**DOLLAR  
 AMOUNT**

KARUK TRIBE OF CALIFORNIA  
 P.O. Box 1016  
 Happy Camp, CA 96039  
 (530) 493-1600  
 Archie Supper, Chairman

Karuk Tribe of California  
 Alturas Rancheria,  
 Cedarville Rancheria,  
 Hoopa Valley Reservation,,  
 Elk Valley Rancheria

\$104,654

LOS ANGELES CITY/COUNTY NATIVE  
 AMERICAN INDIAN COMMISSION  
 3175 West Sixth Street, Room 403  
 Los Angeles, CA 90020  
 (213) 351-5308  
 Ron Andrade, Executive Director

Los Angeles Co.

\$383,379

NORTHERN CALIFORNIA INDIAN  
DEVELOPMENT COUNCIL, INC.  
241 F Street  
Eureka, CA 95501  
(707) 445-8451  
Terry Coltra, Executive Director

All other areas

\$1,931,576

TOTAL PROJECTED ALLOCATION

\$2,419,609

## **APPENDIX B**

### **DOCUMENTATION OF LEGISLATIVE AND PUBLIC HEARINGS**

**STATE OF CALIFORNIA  
DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT  
NOTICE OF PUBLIC HEARING – 2010-11 COMMUNITY SERVICES BLOCK GRANT (CSBG)**

The State Legislature will conduct a public hearing to receive comments on the 2010-11 State Plan and Application for the Community Services Block Grant (CSBG) Program. The hearing is scheduled for August 25, 2009, in room 437 of the State Capitol in Sacramento, CA, 95814.

Persons presenting oral testimony are requested to provide a written statement of their presentation at the conclusion of their testimony. If unable to attend, send written comments to: Department of Community Services and Development, Post Office Box 1947 Sacramento, CA 95811, Attention: Leslie Taylor. Comments will be accepted until 5:00 p.m., August 25, 2009. The Department of Community Services and Development will review comments and at its discretion incorporate changes to the final plan. A copy of the draft plan may be obtained on CSD's website at [www.csd.ca.gov](http://www.csd.ca.gov) or by calling (916) 341-4284.

**\*NOTICE\***

**Americans with Disabilities Act**

Individuals who, because of a disability, need special assistance to attend or participate in this hearing may request assistance by calling Carol Forrest at (916) 341-4252. Requests should be made five working days in advance whenever possible.

**STAFF**

ERIC GELBER  
CHIEF CONSULTANT  
FRANCES CHACON  
PRINCIPAL CONSULTANT  
JENNIFER TROIA  
PRINCIPAL CONSULTANT  
IRENE FRAUSTO  
COMMITTEE SECRETARY

STATE CAPITOL  
P.O. BOX 942849  
SACRAMENTO, CA 94249-0035  
(916) 319-2089

*Assembly*  
*California Legislature*

**ASSEMBLY COMMITTEE ON HUMAN SERVICES**

**JIM BEALL, JR., CHAIR**  
ASSEMBLY MEMBER TWENTY-FOURTH DISTRICT

**MEMBERS**

TOM AMMIANO, VICE CHAIR  
TOM BERRYHILL  
ISADORE HALL  
DAN LOGUE  
ANTHONY PORTANTINO  
NORMA TORRES



August 26, 2009

The Honorable Karen Bass  
Speaker of the California State Assembly  
State Capitol, Room 219  
Sacramento, CA 95814

**RE: 2010-2011 Community Services Block Grant State Plan and Application**

Dear Speaker Bass:

On August 25, 2009, the Committee on Human Services held a hearing on the California Department of Community Services and Development's proposed State Plan and Application for Community Services Block Grant funding for fiscal years 2010-2011. The hearing was held pursuant to federal law (Public Law 97-35, as amended) and California Government Code Sections 12736(a) and 12741(b).

The committee received testimony from Lloyd Throne, Director of the department, providing an overview of the State Plan. In addition, the committee heard testimony from Thomas Tenorio, Executive Director, Community Action Agency of Butte County and President, California/Nevada Community Action Partnership; Hermelinda Sapien, Executive Director, Center for Employment Trainings; Poncho José Guevara, Executive Director, Sacred Heart Community Service; Patricia Nickols, Executive Director, Community Action Partnership of San Bernardino County; Charles Turner, Jr., Executive Director, Community Design Center; and Shelly Hance, Executive Director, Amador/Tuolumne Community Action Agency.

There were no comments presented at the hearing or submitted to the department in writing that require a response or revision to the Plan. A court reporter has supplied a transcript of the hearing that will be included in the final Plan, which will be submitted to the Secretary of the U.S. Department of Health and Human Services.

The Assembly Human Services Committee hereby certifies that the State Plan conforms to the requirements of State law.

Sincerely,

  
JIM BEALL, JR.  
Chair, Assembly Committee on Human Services

cc: Lloyd Throne, Director, California Department of Community Services and Development



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## PROOF OF PUBLICATION

(2015.5 C.C.P.)

### STATE OF CALIFORNIA, COUNTY OF LOS ANGELES

I am a citizen of the United States and a resident of the County aforementioned; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am the principal clerk of the printer of

#### EASTERN GROUP PUBLICATIONS'

EASTSIDE SUN, MEXICAN AMERICAN SUN,

NORTHEAST SUN, BELL GARDENS SUN,

VERNON SUN, COMMERCE COMET,

CITY TERRACE COMET, MONTEBELLO COMET,

MONTEREY PARK COMET,

E.L.A. BROOKLYN BELVEDERE COMET AND

WYVERNWOOD CHRONICLE,

newspapers of general circulation, printed and published **THURSDAYS** in the County of Los Angeles, and which newspaper has been adjudicated a newspaper of general circulation by the Superior Court of the County of Los Angeles, State of California, under the

date of **JUNE 21, 1966,**

**CASE NUMBER 884861;**

that the notice, of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

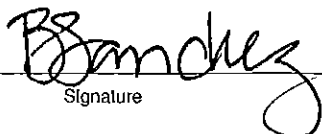
**AUGUST 13 & 20,**

all in the year **2009.**

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Dated at **LOS ANGELES,** California,

this **20<sup>th</sup>** day of **AUGUST, 2009.**

  
Signature

This space is for the County Clerk's Filing Stamp

### STATE OF CALIFORNIA DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT

Proof of Publication of

### Notice of Public Hearing – 2010-11 Community Services Block Grant (CSBG)

#### STATE OF CALIFORNIA DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT NOTICE OF PUBLIC HEARING – 2010-11 COMMUNITY SERVICES BLOCK GRANT (CSBG)

The State Legislature will conduct a public hearing to receive comments on the 2010-11 State Plan and Application for the Community Services Block Grant (CSBG) Program. The hearing is scheduled for 1:30 p.m., on August 25, 2009, at the State Capitol, Room 437, Sacramento, CA., 95814.

Persons presenting oral testimony are requested to provide a written statement of their presentation at the conclusion of their testimony. If unable to attend, send written comments to: Department of Community Services and Development, Post Office Box 1947, Sacramento, CA., 95811, Attention: Leslie Taylor. Comments will be accepted until 5:00 p.m., August 25, 2009. A copy of the draft plan may be obtained on CSD's website at [www.csd.ca.gov](http://www.csd.ca.gov) or by calling (916) 341-4284.

#### \*NOTICE\*

#### Americans with Disabilities Act

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In the Superior Court of the State of California  
in and for the County of Shasta

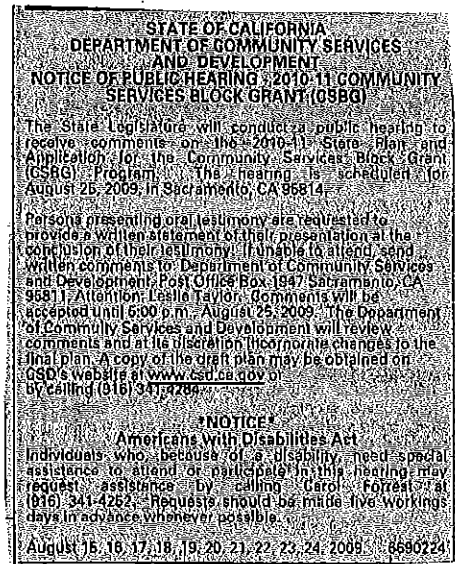
CERTIFICATE OF PUBLICATION  
RECORD SEARCHLIGHT

DEPT OF COMMUNITY SERVICES  
PO BOX 1947  
SACRAMENTO CA 95812-1947

REFERENCE: 00600517 BRUCE FARRIN  
6690224 STATE OF CALIFORNIA

State of California  
County of Shasta

I hereby certify that the Record Searchlight is a newspaper of general circulation within the provisions of the Government Code of the State of California, printed and published in the City of Redding, County of Shasta, State of California; that I am the principal clerk of the printer of said newspaper; that the notice of which the annexed clipping is a true printed copy was published in said newspaper on the following dates, to wit;



PUBLISHED ON: 08/15 08/16 08/17 08/18 08/19 08/20  
08/21 08/22 08/23 08/24

FILED ON: 08/17/09

I certify under penalty of perjury that the foregoing is true and correct,  
at Redding, California on the above date.

*Bruce*

RECORD SEARCHLIGHT  
1101 Twin View Blvd, Redding, CA 96003



## **APPENDIX C**

### **DELEGATION LETTER**



GOVERNOR ARNOLD SCHWARZENEGGER

September 7, 2006

Ms. Josephine B. Robinson  
Director  
Office of Community Services  
Administration for Children and Families  
U.S. Department of Health and Human Services  
370 L'Enfant Promenade, SW  
Washington, DC 20201

Dear Ms. Robinson,

Pursuant to 42 U.S.C. 9908(a)(1) and Title 45, Part 96.10(b) of the Code of Federal Regulations, I hereby delegate signature authority to Lloyd Throne, Director of the State of California's Department of Community Services and Development, and his successor, for the purposes of submitting the application and certifying compliance with federal assurances relating to the Community Services Block Grant (CSBG), which may include the Community Food and Nutrition Program (CFNP), and Low-Income Home Energy Assistance Program (LIHEAP).

Thank you for your attention to this matter.

Sincerely,

A handwritten signature in black ink, appearing to read 'Arnold Schwarzenegger', written over the word 'Sincerely,'.  
Arnold Schwarzenegger



## **APPENDIX D**

### **ADMINISTRATIVE CERTIFICATIONS**

## CERTIFICATION REGARDING LOBBYING

### Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

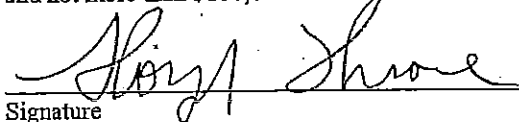
(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

### Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

  
\_\_\_\_\_  
Signature  
Director  
\_\_\_\_\_  
Title  
Department of Community Services  
Organization & Development

## **CERTIFICATION REGARDING DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS**

### **Certification Regarding Debarment, Suspension, and Other Responsibility Matters-- Primary Covered Transactions**

#### **Instructions for Certification**

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.
4. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under

48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Nonprocurement Programs.

9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

\*\*\*\*\*

#### Certification Regarding Debarment, Suspension, and Other Responsibility Matters-- Primary Covered Transactions

(1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency;

(b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

(2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

#### Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-- Lower Tier Covered Transactions

#### Instructions for Certification

1. By signing and submitting this proposal, the prospective lower tier participant is

providing the certification set out below.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.

4. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meaning set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower tier participant agrees by submitting this proposal that, [[Page 33043]] should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from covered transactions, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Nonprocurement Programs.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

\*\*\*\*\*

**Certification Regarding Debarment, Suspension, Ineligibility an Voluntary Exclusion--  
Lower Tier Covered Transactions**

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

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## **CERTIFICATION REGARDING DRUG-FREE WORKPLACE REQUIREMENTS**

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This certification is required by the regulations implementing the Drug-Free Workplace Act of 1988: 45 CFR Part 76, Subpart, F. Sections 76.630(c) and (d)(2) and 76.645(a)(1) and (b) provide that a Federal agency may designate a central receipt point for STATE-WIDE AND STATE AGENCY-WIDE certifications, and for notification of criminal drug convictions. For the Department of Health and Human Services, the central point is: Division of Grants Management and Oversight, Office of Management and Acquisition, Department of Health and Human Services, Room 517-D, 200 Independence Avenue, SW Washington, DC 20201.

---

### **Certification Regarding Drug-Free Workplace Requirements (Instructions for Certification)**

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification set out below.
2. The certification set out below is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, the agency, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. For grantees other than individuals, Alternate I applies.
4. For grantees who are individuals, Alternate II applies.
5. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
6. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio studios).
7. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph five).

8. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

*Controlled substance* means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

*Conviction* means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

*Criminal drug statute* means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

*Employee* means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All direct charge employees; (ii) All indirect charge employees unless their impact or involvement is insignificant to the performance of the grant; and, (iii) Temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

#### Certification Regarding Drug-Free Workplace Requirements

##### Alternate I. (Grantees Other Than Individuals)

The grantee certifies that it will or will continue to provide a drug-free workplace by:

- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- (b) Establishing an ongoing drug-free awareness program to inform employees about --
  - (1) The dangers of drug abuse in the workplace;
  - (2) The grantee's policy of maintaining a drug-free workplace;
  - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
  - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will --
- (1) Abide by the terms of the statement; and
  - (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
- (e) Notifying the agency in writing, within ten calendar days after receiving notice under paragraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
- (f) Taking one of the following actions, within 30 calendar days of receiving notice under paragraph (d)(2), with respect to any employee who is so convicted -
- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
  - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
- (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e) and (f).
- (B) The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

700 North 10th Street

Sacramento, CA 95812

Check if there are workplaces on file that are not identified here.

Alternate II. (Grantees Who Are Individuals)

- (a) The grantee certifies that, as a condition of the grant, he or she will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant;
- (b) If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, he or she will report the conviction, in writing, within 10 calendar days of the conviction, to every grant officer or other designee, unless the Federal agency designates a central point for the receipt of such notices. When notice is made to such a central point, it shall include the identification number(s) of each affected grant.

[55 FR 21690, 21702, May 25, 1990]

## **CERTIFICATION REGARDING ENVIRONMENTAL TOBACCO SMOKE**

Public Law 103227, Part C Environmental Tobacco Smoke, also known as the Pro Children Act of 1994, requires that smoking not be permitted in any portion of any indoor routinely owned or leased or contracted for by an entity and used routinely or regularly for provision of health, day care, education, or library services to children under the age of 18, if the services are funded by Federal programs either directly or through State or local governments, by Federal grant, contract, loan, or loan guarantee. The law does not apply to children's services provided in private residences, facilities funded solely by Medicare or Medicaid funds, and portions of facilities used for inpatient drug or alcohol treatment. Failure to comply with the provisions of the law may result in the imposition of a civil monetary penalty of up to \$1000 per day and/or the imposition of an administrative compliance order on the responsible entity by signing and submitting this application the applicant/grantee certifies that it will comply with the requirements of the Act.

The applicant/grantee further agrees that it will require the language of this certification be included in any subawards which contain provisions for the children's services and that all subgrantees shall certify accordingly.

## **APPENDIX E**

### **PROOF OF CURRENT AUDIT**



# State of California:

Internal Control and State and Federal Compliance  
Audit Report for the Fiscal Year Ended June 30, 2008

May 2009 Report 2008-002



# CALIFORNIA STATE AUDITOR

## **APPENDIX F**

### **LEGISLATIVE HEARING TRANSCRIPTS**



STATE OF CALIFORNIA  
ASSEMBLY HUMAN SERVICES COMMITTEE

LEGISLATIVE HEARING  
ON THE  
CALIFORNIA DEPARTMENT OF COMMUNITY SERVICES AND  
DEVELOPMENT PROPOSED 2010 AND 2011 COMMUNITY SERVICES  
BLOCK GRANT (CSBG) STATE PLAN AND APPLICATION

STATE CAPITOL  
ROOM 436  
SACRAMENTO, CALIFORNIA

AUGUST 25, 2009

1:38 P.M.

REPORTED BY:

KATHRYN S. SWANK  
CSR 13061

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APPEARANCES

COMMITTEE MEMBERS:

Jim Beall, Chairperson

Tom Ammiano

DEPARTMENT OF COMMUNITY SERVICES & DEVELOPMENT STAFF:

Lloyd Throne, Director

Leslie Taylor, Manager, Program Development and  
Technical Support

ALSO PRESENT:

Poncho Guevara, Sacred Heart Community Service

Shelly Hance, Amador/Tuolumne CAA

Patricia Nickols, CAP of San Bernardino County

Hermelinda Sapien, Center for Employment Training

Thomas Tenorio, CAA of Butte County,  
California/Nevada Community Action Partnership

Charles Turner, Jr., Community Design Center

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9 For federal fiscal year 2009, California received  
10 some \$62 million in community services block grants  
11 funds intended to reduce poverty, revitalize low income  
12 communities, and empower low income families to become  
13 self-sufficient.

21 I'm anxious to learn about the State Plan for  
22 using its federal Community Services Block Grants funds.  
23 As we know, resources for programs serving the poor are  
24 being severely squeezed at the state level, so it's  
25 critical that these funds be utilized as effectively as

1 possible. Clearly, low income people need services  
2 offered by the programs funded by the Community Services  
3 Block Grants, such as housing, employment, energy, and  
4 nutrition.

5 I have experience, as a former county supervisor,  
6 with these programs in my district, and I look forward  
7 to hearing more about them today. I would like to offer  
8 Assemblyman Tom Ammiano, who's the vice chair of the  
9 Human Services Committee, if he has any opening remarks.

10 MEMBER AMMIANO: Yeah. I just thank you. I'm  
11 happy to be here and this is definitely a worthwhile  
12 program. And there is a program in my district, the  
13 Community Design Center, that I'm interested in, that's  
14 part of the application, so I look forward to the  
15 testimony.

16 CHAIRPERSON BEALL: Thank you, Assemblyman  
17 Ammiano.

18 First witness is -- we're going to first hear  
19 from the Department, the director of the State  
20 Department of Community Services and Development, Lloyd  
21 Throne.

22 And Lloyd, I will turn it over to you. Welcome.

23 DIRECTOR THRONE: Good afternoon. I would like  
24 to introduce Leslie Taylor, who is with CSD, who works  
25 for the CSBG unit at CSD.

1           Good afternoon, everybody. My name is Lloyd  
2 Throne. And Chairperson Beall and members, I am the  
3 director of the Department of Community Services and  
4 Development.

5           I would like to thank the Assembly Human Services  
6 Committee for scheduling this legislative hearing, and  
7 it's my pleasure to be with you today to present the  
8 Department's 2010/2011 Draft Community Services Block  
9 Grant State Plan and Application.

10          Please note that this plan refers to our regular  
11 funding, our regular annual CSBG funding allocation, and  
12 not our CSBG ARRA funding, although it would be my  
13 pleasure to take questions on our ARRA allocation at the  
14 end. Because we do not have the final annual CSBG  
15 appropriation figure from the federal government, the  
16 Department's proposed 2010/11 State Plan is based upon  
17 the 2009 funding level of \$62 million, as the chairman  
18 mentioned, for California.

19          Subject to final appropriation by Congress, these  
20 funds will be distributed in accordance with federal and  
21 state law. The 2010/11 State Plan has been designed to  
22 serve several purposes: As required by federal law, it  
23 contains the certification and assurances that the State  
24 of California will meet its programmatic and public  
25 hearing requirements set forth by Congress. In

1 addition, in accordance with guidance from the U.S.  
2 Department of Health and Human Services and the Office  
3 of Community Services, the State Plan describes how CSBG  
4 Program operates within California to reflect locally  
5 determined program priorities established through  
6 planning, needs assessment, and public hearings.

7         Committee action is very important to me,  
8 personally. I've spent my career in community action:  
9 Prior to becoming director of CSD three years ago, I was  
10 director of a local community action agency in Humboldt  
11 County for 21 years; and prior to that, I was director  
12 in Denver, Colorado, for another ten.

13         The State Plan that you have before you today is  
14 an aggregation of the community action plans developed  
15 every two years by the Department's statewide network of  
16 63 community services providers.

17         As I know, from personal experience, the genius  
18 of community action is that each agency develops its own  
19 priorities, based on community input, about the needs of  
20 the low income in their community, as well as existing  
21 partnerships with other government or community or  
22 faith-based organizations and the availability of funds  
23 and other resources.

24         To put this in some perspective from a personal  
25 viewpoint, when I was a director up in Humboldt County,

1 we had 43 other funding sources, other than CSBG, and  
2 most community action agencies shared this.

3       The flexibility is especially important in the  
4 current economic downturn. With the state unemployment  
5 rate of 11.9 percent and thousands of Californians  
6 giving up on even looking for jobs, the ability of our  
7 statewide network to design programs and services for  
8 communities as diverse as drought stricken Central  
9 Valley towns, rural northern California counties, and  
10 large urban areas, such as Los Angeles, is exactly  
11 what's needed.

12       CSD's statewide network of service providers  
13 includes both public and private community action  
14 agencies. And I might say at this point that California  
15 is the only state in the United States that has  
16 50 percent public community action agencies and  
17 50 percent private nonprofit agencies. Most of the  
18 other states have over 80 to 90 percent private and  
19 nonprofit.

20       In our provider network is also included American  
21 Indian tribes and tribal organizations, migrant and  
22 seasonal farmworker organizations, limited purpose  
23 agencies, and rural and urban community services  
24 agencies. CSBG is unique among block grants because, by  
25 legislation and regulation, 95 percent of the funds are



1 released for the use at the local level. Administration  
2 is capped at 5 percent.

3 Last year, the community action networks served  
4 2,880,592 low income individuals in California;  
5 sixty-one percent of all Californians living at or below  
6 a hundred percent of federal guidelines. Services range  
7 from basic safety net -- our network provided  
8 2.5 million families with emergency food services -- to  
9 sophisticated family development programs designed to  
10 help low income families escape poverty and become  
11 self-sufficient.

12 In addition to locally determined priorities,  
13 another hallmark of our network is the many strategic  
14 partnerships and linkages that all of our agencies lead,  
15 develop, and participate in. Because of these  
16 relationships, our network is able to maximize its CSBG  
17 funding, which was so stated 62 million in 2008. Using  
18 a statewide CSBG allocation of that figure, our  
19 community action agencies mobilized 1.4 billion from  
20 federal programs, other state programs, local public  
21 funding, private resources, and the value of volunteer  
22 time donated to community action. Such is the power of  
23 leveraging.

24 I have a 2008 factsheet that I will distribute to  
25 you or you might already have it. Do they already have

1 it?

2 MS. TAYLOR: Yes.

3 DIRECTOR THRONE: And it will save me some time  
4 reading the whole thing, but you can see the six CSBG  
5 national goals and California achievements.

6 And I think you will agree that Goal 1, low  
7 income people becoming more self-sufficient, and  
8 ninety-four hundred sixty-nine (sic) low income  
9 participants in community action are -- received  
10 employment initiatives, who were prior unemployed and  
11 obtained a job.

12 And Goal 2, conditions in which low income people  
13 live are improved; 133,450 accessed new or expanded  
14 transportation resources. And, of course, there are  
15 other subsets of that.

16 Goal 3, low income people own a stake in their  
17 community, and you can see the incredible amount, over  
18 2 million volunteer hours.

19 Goal 4, partnerships among supporters and  
20 providers of services to low income people are achieved.  
21 And in that respect, over 10,000 organizational  
22 partnerships worked with community action agencies.

23 Goal 5, agencies increased their capacity to  
24 receive -- achieve results. And that's the figure I  
25 mentioned as far as the leverage.

1       And Goal 6 -- and these are goals of the federal  
2 CSBG. Goal 6, low income people, especially vulnerable  
3 populations, achieve their potential by strengthening  
4 family and other supportive systems. And you can see,  
5 2.5 million low income families received emergency food  
6 and the other services listed below.

7       As director of CSD, three key priorities of mine  
8 have been to provide leadership to the network and  
9 pursuing effective antipoverty strategies to improve  
10 continuously the effectiveness and capacity of our  
11 grantees and to expand capacity and resources to meet  
12 the needs of low income people.

13       To these ends, CSD issued a 2008/9 asset building  
14 initiative and is currently focused on a special EITC  
15 initiative in partnership with the Department of Social  
16 Services, a subject I know that is of special interest  
17 to the chairperson.

18       If I may digress a little --

19       CHAIRPERSON BEALL: That's true.

20       DIRECTOR THRONE: I know. I've been to these  
21 hearings before.

22       CHAIRPERSON BEALL: You've been here.

23       DIRECTOR THRONE: I've been here.

24       If I may digress a bit, I would like to get into  
25 a little bit of detail on the EITC program, because I

1 know it is very important to the members of this  
2 committee.

3       At present, we took 1 percent of our ARRA monies  
4 for CSBG and received approval from the federal  
5 government to put this 1 percent into a statewide EITC  
6 program. We're in the process right now of -- we just  
7 received the results of our RFP and ten to twenty  
8 agencies will receive grants of 25 to 50 thousand  
9 dollars apiece. The deadline for proposals was last  
10 week. As I mentioned, we received close to 30  
11 proposals. CSD, in partnership with the Department of  
12 Social Service, will review these proposals.

13       This EITC awareness and promotion is working with  
14 the First Lady's office to coordinate awareness and  
15 promotion activities with the We Connect Campaign, which  
16 is part of the First Lady's promotion, of which EITC is  
17 a part.

18       CSD's staff is looking at the possibility of  
19 hosting, in coordination with other interested groups, a  
20 one-day EITC conference to promote EITC best practices.

21       The results of the past, of last year's asset  
22 development initiative -- and it isn't over yet, so I  
23 will give you preliminary data that we received from but  
24 a few agencies. Seventeen community-based organizations  
25 were funded for \$25,000 each, for a total of \$425,000.

1 As mentioned, we don't have the final results since the  
2 grants are not completed. The activities included  
3 financial education, budgeting and crediting counseling,  
4 establishing a relationship with a bank, as opposed to  
5 using the check cashing services operations,  
6 establishing savings account, EITC tax assistance.

7 Some preliminary, very preliminary results, from  
8 a few grantees are such: 1,460 clients from a few of  
9 these agencies who had not had a relationship with a  
10 bank established one; 11,956 clients used free tax  
11 preparation services, for a total refund to these low  
12 income clients of \$3.828 million; 3,420 clients from  
13 four of the CAAs were signed up for utility bill  
14 discounts. So as I said, this is very, very preliminary  
15 because the program is not -- is not over yet.

16 In partnership with state -- with the State  
17 Community Action Association, Cal/Neva, we have  
18 developed a California Model of Training and Technical  
19 Assistance, which has been recognized nationally. Also,  
20 through one of our state associations, we have sponsored  
21 training for grantees and economic development. In all  
22 of these efforts, CSD acts as a partner with its  
23 grantees and state associations, rather than simply as a  
24 regulatory or enforcement agency.

25 The State Plan you have before you includes

1 descriptions of just a few of our network's many  
2 innovative projects. You will hear from many of our  
3 grantees in a few minutes. For example, a creative food  
4 project by North Coast Opportunities in Mendocino  
5 County, which addresses, simultaneously, obesity, local  
6 sustainability, food security, and job creation.

7 Another project by the Community Action  
8 Partnership of San Bernardino -- and Ms. Pat Nickols,  
9 the director is here today so you will hear about this  
10 in more detail -- called the Passport Program, helps  
11 families move from the revolving door of crisis  
12 assistance to long-term sufficiency by providing a wide  
13 range of supports based upon a realistic assessment by  
14 the client of goals and barriers.

15 A third program operated by the Fresno Economic  
16 Opportunity Commission -- which I have to interject is  
17 one of the largest community action agencies in the  
18 United States, along with ABCD in Boston -- provides a  
19 remarkable continuum of care to help displaced youth  
20 transition to successful adulthood. This program is one  
21 I personally visited and was extremely impressed by.

22 Previous special projects funded by our  
23 Department include an independent living program for  
24 foster youth, education for homeless children,  
25 independent -- a unified client database, and, most

1 recently, a green job center in Sonoma County, and a  
2 \$400,000 emergency room food assistance grant that we  
3 just sent to Fresno County.

4       Although, as I noted earlier, the State Plan  
5 focuses on our regular CSBG allocation and not our ARRA  
6 funding, I do want to say that this is an extraordinary  
7 time for our agencies. The demand for basic services is  
8 greater than it has ever been in the history of the  
9 movement, and that began, as you know, in 1964, with the  
10 signing of the Economic Opportunity Act. Some of our  
11 counties have unemployment rates of 15 to 25 percent.  
12 Food banks are struggling to respond. Our agencies are  
13 challenged with new ARRA funding, with its quick  
14 start-up, intensified reporting, and data collection  
15 requirements, yet they are rising to the occasion by  
16 both increasing the safety net as well as focusing on  
17 job creation and development. Our Department is  
18 committed to assisting them through additional training  
19 and technical assistance while insisting on programmatic  
20 and fiscal accountability and transparency.

21       I have tried, in my comments, to give you a  
22 feeling for CSD and the remarkable achievements of our  
23 network. You will hear more specifics from members of  
24 our networks who are testifying today. The Department  
25 will review all written and oral comments to determine

1 whether any adjustments need to be made to the final  
2 State Plan.

3 For all those testifying today, including myself,  
4 with over 40 years of experience, community action is  
5 not just a job, but a life choice.

6 Thank you for this opportunity to present the  
7 2010/11 State Plan and Application. I sincerely  
8 appreciate your ongoing support of CSBG, and I would be  
9 happy, at this time or later, to respond to any  
10 questions you may have.

11 Thank you, Mr. Chair.

12 CHAIRPERSON BEALL: Thank you. Mr. Ammiano?

13 MEMBER AMMIANO: Yes. Thank you for your report.  
14 And -- just curious about the ARRA funding, and is there  
15 a ballpark on that?

16 DIRECTOR THRONE: Yes. It was determined some  
17 time ago. It's \$89 million, in addition to the  
18 62 million that we stated in my report.

19 MEMBER AMMIANO: We are doing okay. And for some  
20 people, ARRA funding is actually stimulus money. As  
21 Representative Barney Frank said, they want us to call  
22 it recovery money, but most people would rather be  
23 stimulated than recovered.

24 DIRECTOR THRONE: Well, I hope it does both.

25 And I guess this would be part of your question.



1 There was a State Plan, a special State Plan, for the  
2 utilization of the ARRA money. We did have a state  
3 hearing and -- which was required by the federal office  
4 of Community Services, and the State Plan was submitted  
5 last May, May 29th, to be precise, and this plan was  
6 approved by the federal government, OCS, on July 8th.  
7 So we're well on our way in the ARRA monies.

8 CHAIRPERSON BEALL: Thank you very much.

9 And I appreciate your description of the earned  
10 income tax credit program. I think that's very exciting  
11 that we can get into the outreach mode. I would like to  
12 see that grow, of course, but I appreciate -- I know we  
13 have times that are fiscally constrained. So it's time  
14 to start that and see what happens, and hopefully we  
15 will be able to understand the effectiveness of the  
16 earned income tax credit program.

17 And I believe there's actually one estimate I  
18 saw, said that in California alone, there's something  
19 like \$5 billion worth of earned income tax credits that  
20 haven't been claimed by Californians.

21 DIRECTOR THRONE: That's correct.

22 CHAIRPERSON BEALL: And if you see how much money  
23 that would help the economy in California, that would be  
24 an astounding number.

25 There's also -- in the food stamps, there's a

1 large amount of people that are eligible for the food  
2 stamp program, and I believe it's \$2.5 billion of  
3 unclaimed food stamps for -- by people that are eligible  
4 for food stamps. So if you add that together, that's  
5 quite a impact on the California economy. It would  
6 really help if we could promote both those programs  
7 through all the activities and, hopefully, it will  
8 assist people getting out of poverty, which is what our  
9 ultimate goal in these programs is. So thank you.

10 So we thank Lloyd for coming here, and we're  
11 going to now spend a little time hearing about your  
12 programs. And we have some guests. First guest is  
13 Mr. Thomas Tenorio. He is the executive director of the  
14 CAA of Butte County and president of the Cal/Neva  
15 Partnership; correct?

16 MR. TENORIO: Yes, that's correct.

17 CHAIRPERSON BEALL: Thanks for coming.

18 MR. TENORIO: Thank you. Good afternoon, Mr.  
19 Chair and members. My name is Thomas Tenorio, as was  
20 mentioned, and I am the executive director of the  
21 Community Action Agency up in Butte County, as well as  
22 the president of the California-Nevada Community Action  
23 Partnership; it's a statewide association of 56  
24 community action agencies and special purpose agencies  
25 that are active in each county, promoting

1 self-sufficiency and economic opportunity among low  
2 income residents. So it's wearing both of those hats,  
3 that I appear before you this afternoon.

4 The strategies that we use are as diverse as the  
5 communities that we serve, whether large, small, urban,  
6 rural, suburban, public, private, or special population.  
7 The network of community-based community action and  
8 other agencies share a common mission and funding. This  
9 funding is federal in nature and funneled through the  
10 State Department of Community Services and Development  
11 to ensure performance and compliance with the federal  
12 intent.

13 I work with department administrators since 1981,  
14 and the State Department of Community Services and  
15 Development has emerged in the last two years as one of  
16 the most effective agencies within the state government  
17 structure. As an example, the recent ARRA issues has  
18 brought great challenge with great opportunity.  
19 Planning for the requirements started right after the  
20 November election, and the State Department of CSD led  
21 the way with enhanced network communication and  
22 coordination.

23 We appreciate the opportunity to provide comments  
24 to you on the proposed 2010/2011 Community Services  
25 Block Grant State Plan. Because of the current economic

1 recession, our safety net services are most needed and,  
2 in spite of the economic recession, we continue to seek  
3 to provide economic opportunities to Californians.

4 CSBG has been called the glue that keeps the  
5 mosaic of efforts on the part of our agencies effective;  
6 its flexibility is critical to meet local issues. The  
7 Community Services Block Grant State Plan is our  
8 network's collective strategies designed with local  
9 control and leadership. The plans spans the spectrum of  
10 activities and includes community and economic  
11 development, asset building, senior services, nutrition,  
12 food banks, transportation, green and other job skill  
13 training, and more. Other innovative examples are  
14 covered in the plan on pages 17 to 20.

15 The service plans adhere to results and outcome  
16 requirements and are accountable under state and federal  
17 regulations and a system of national goals and  
18 performance indicators, as has already been mentioned.

19 In Butte, I'm pleased to report that we're part  
20 of a collaboration to develop a green clean energy farm  
21 that leverages weatherization training with workforce  
22 development, university research, and private sector  
23 investment. We appreciate the efforts of the  
24 legislature to deal with the many challenges before it.  
25 It is the continuing commitment of the network of

1 community action agencies and special agencies that  
2 serve migrant seasonal farmworkers to leverage  
3 opportunities and resources in order to maximize  
4 benefit. As has already been mentioned, our average is  
5 roughly \$10 of non-CSBG funds to every dollar of CSBG  
6 funds that we receive, that we can then leverage to  
7 focus on the issues of poverty in our home state.

8         So in conclusion, we're pleased to report that  
9 community action works. We urge you to approve the  
10 2010/2011 Community Services Block Grant State Plan and  
11 Application as presented, and we thank you for your  
12 consideration.

13         And I am available for any questions that you  
14 might have.

15         CHAIRPERSON BEALL: Thank you. I appreciate you  
16 being here.

17         I had some questions. What does your member  
18 organization consider the greatest unmet need in the low  
19 income communities that you serve? If you had to just  
20 identify what the top concern is.

21         MR. TENORIO: That is a great question. Well,  
22 certainly the lack of resources has always plagued low  
23 income Californians. And yet in spite of that, they  
24 will continue to try to meet their needs as best that  
25 they can. Californians are a resilient lot, and the low

1 income population is no different, and so that's why our  
2 services -- you know, we continue to try to see how we  
3 can leverage other resources with the limited resources  
4 that we have. And so, you know, you could go down the  
5 list of whether it's affordable housing or food and, of  
6 course, you know, just plain old funding, which is why  
7 the focus on the EITC, because we know that that's going  
8 to have long-term impacts as well, too.

9         So I mean, it's a real broad area, but I guess if  
10 I had to narrow it down, then I would express it that  
11 way.

12         CHAIRPERSON BEALL: Okay.

13         Other questions?

14         Mr. Ammiano?

15         MEMBER AMMIANO: Just a couple. Could you just  
16 fill me in on what weatherization is, and then speak to  
17 the health issues in your area and if there are any  
18 substance abuse issues as well.

19         MR. TENORIO: Thank you for the question.  
20 Weatherization is an energy conservation strategy that's  
21 approximately thirty years old, and it was actually born  
22 out of the last energy crisis, where the collective  
23 thinking of state and federal and local folks got  
24 together to piece -- to put together job training along  
25 with energy conservation, and then came up with this

1 hybrid of a home improvement activity that then goes  
2 into the homes of low income families which typically  
3 are -- it's older housing stock, less energy efficient,  
4 tightens the building envelope up so that, as the saying  
5 goes, the less money will be spent on utilities and  
6 energy, more resources are available for food and other  
7 basic needs. And that's something that we engage in  
8 across the entire network, so I appreciate the question.

9         In Butte, yes, we do have definite levels of  
10 substance abuse issues that we're dealing with, with  
11 public agencies, but then I realize that all counties  
12 have needs that far outstrip their resources and it's no  
13 different in Butte. We've been able to work with Public  
14 Health and other programs to try to expand their  
15 services, and especially into some of the special  
16 populations that exist in our community, and, yet, it  
17 continues to be an issue. So we're going to keep at it  
18 as best we can because that's what we're committed to.

19         MEMBER AMMIANO: And then jobs. That's an issue  
20 too?

21         MR. TENORIO: Yes. Our employment rate is  
22 definitely higher than the state's. It always is by  
23 approximately one to two percentage points.

24         MEMBER AMMIANO: Is it hard to keep young people  
25 in the area? Is that what happens?

1           MR. TENORIO: It is. Our economy is not creating  
2 the kind of jobs -- and I know that maybe to other  
3 communities, that may sound like an old song, but in  
4 rural areas especially, it is a problem, trying to  
5 create and keep jobs there.

6           That's why this whole issue of the energy farm is  
7 one of the shining spots that we're pleased to be a part  
8 of, because we'll be creating a north state  
9 weatherization training center as an continuum and a  
10 gateway to other occupations and careers, but that it  
11 does bring in a whole spectrum of interest, from  
12 university to private consumer levels, on how you can  
13 turn the tide of building, and using green materials,  
14 educating yourself on how that improves the -- you know,  
15 the entire community and lowers greenhouse gas  
16 reduction, that type of thing.

17           MEMBER AMMIANO: Thank you.

18           MR. TENORIO: You're welcome.

19           CHAIRPERSON BEALL: Thank you very much for  
20 testifying. We appreciate your being here.

21           MR. TENORIO: Thank you very much.

22           CHAIRPERSON BEALL: Next we're going to have  
23 Hermelinda Sapien. Hermelinda is somebody that I have  
24 known for a long time, of course. Let's see, I don't  
25 know --



1 MS. SAPIEN: Since we were kids, working the  
2 fields.

3 CHAIRPERSON BEALL: I would say about 35 years,  
4 actually, a long time. And the Center for Employment  
5 Training is an organization that was founded in San Jose  
6 and has grown to cover, I think, the western United  
7 States and beyond, and it was founded with the purpose  
8 of providing employment training for people leaving the  
9 farmworker fields of California and the transitions to  
10 finding employment and training people to find new ways  
11 of life and getting out of poverty.

12 So I will let Hermelinda make her presentation.  
13 So welcome, Hermelinda. Good to see you again.

14 MS. SAPIEN: Thank you. Thank you, Mr. Chair and  
15 members of the committee.

16 Again, for the record, my name is Hermelinda  
17 Sapien, and I am the president and chief executive  
18 officer of the Center for Employment Training. And  
19 Mr. Chair, you have described our program so well, I  
20 will try to move on to other information.

21 CHAIRPERSON BEALL: You can tell us about what it  
22 does.

23 MS. SAPIEN: All right. Well, we have been in  
24 operation for over 41 years, and in that period, over  
25 130,000 people have been trained and placed. We work

1 very closely with employers, and I have been there from  
2 the beginning of the program. And in my experience as  
3 one of the administrators of the program, I've never  
4 seen the need as great as it is now. For the first time  
5 in 25 years, we are experiencing waiting lists for all  
6 of our skills.

7         The Center for Employment Training works with  
8 employers to make sure that we are training for jobs and  
9 not for dead-end occupations that are obsolete or offer  
10 no future.

11         The new training that we are going into now and  
12 developing curriculum, as well as employer  
13 relationships, are in the green technology. All of our  
14 instructors have gone through two weeks of solar  
15 training with the Solar Institute of Northern  
16 California. That is going on right now. So we are  
17 preparing for the new jobs so that our migrant and  
18 seasonal farm workers and other low income people are  
19 able to compete for jobs. We're heavily training in  
20 health occupations as well as construction jobs.

21         The Community Services and Development plan is --  
22 comes all together with input from the community. As  
23 one of the agencies funded by CSD, we hold various  
24 public hearings where we receive input from recipients  
25 of services as well as partner agencies.

1           We have all seen the destruction that the economy  
2 has caused in our communities. The safety net at all  
3 levels needs major stitching. CSD provides the mending  
4 for some of the big issues that our communities face, in  
5 housing, in jobs, in hunger, energy, family, and  
6 individual stress levels have really rocketed in the  
7 last few years because of the economy.

8           I think that without CSD, the situation would be  
9 even more serious. I think that it could potentially  
10 create situations out of control in some of our  
11 communities. So CSD plays a very, very big role in  
12 keeping the lid on some of these crises.

13           I respectfully ask that the committee and you,  
14 Mr. Chair, support and approve the plan. It has been  
15 carefully written and prepared with input from a very  
16 substantial representation of our community, as  
17 submitted by Mr. Lloyd and his administrative staff.

18           CHAIRPERSON BEALL: Okay. I had a couple  
19 questions because I know your organization is very  
20 involved in -- I know your organization is very involved  
21 in working in some really high unemployment areas. And  
22 can you describe those areas that your organization  
23 works in, in California, I believe in the different  
24 areas? And I also look at -- we hear the statistics of  
25 the rising unemployment. And I wanted to ask you, given

1 the fact that there seems to be more and more unemployed  
2 people, more and more poor people, how do you view the  
3 service delivery system? What's going on out there in  
4 those areas?

5 MS. SAPIEN: Two areas where we have very high  
6 unemployment are San Bernardino and Imperial County.  
7 Even in a tight market as we have seen, if people are  
8 trained, there are hidden jobs, and we just have to work  
9 harder and reinforce our job development workforce to  
10 make sure that we are not leaving any stone unturned for  
11 jobs that may occur.

12 And in Imperial County, we -- in the CT network,  
13 we seem to be doing better than in other areas because  
14 of the jobs that we are training. And we're training in  
15 welding, we're still placing welders, although they  
16 commute to San Diego County. We're placing in  
17 transportation of goods, truck drivers, and all these  
18 are very, very good skills for farmworkers.

19 And it is a challenge. We have seen the slow  
20 progress in placing people, but, again, we are telling  
21 our students, "If you train right now, the economy will  
22 turn around and you will be ready for work." So  
23 Mr. Chair, the challenges are certainly greater, but we  
24 continue to place people, and people get laid off,  
25 people get fired, they retire, and so we just have to

1 find that hidden market.

2 CHAIRPERSON BEALL: We're hearing a lot about the  
3 drought, you know, the lack of water and so forth. And  
4 it's definitely affecting farming in California and,  
5 therefore, the farm workers. I know that your mantra  
6 has always been, "You don't graduate from our training  
7 program. You get a job." That's always been the -- is  
8 that still possible given the -- given the situation  
9 that we're in, with the -- sort of the bad economy, the  
10 water issues, the -- it seems like it's adding up.

11 MS. SAPIEN: It is, and we're placing --

12 CHAIRPERSON BEALL: How can we help you?

13 MS. SAPIEN: We are placing people in jobs that  
14 are not related to the skill but we are telling  
15 graduates, "Stay there. Get any job that you can get  
16 right now, and we will continue to work with you as  
17 job-related -- as skill-related jobs open -- we will  
18 call you to place you in the job that you trained for."

19 I'm not trying to paint a rosy picture here,  
20 because it is a challenge, but we stay with them for  
21 lifetime.

22 CHAIRPERSON BEALL: Yes. Okay.

23 Mr. Ammiano, do you have a questions? We have a  
24 very -- she's 41 years, and how big -- can you give me  
25 an idea of how big the organization is now?

1 MS. SAPIEN: We train about 5,000 people a year  
2 and about 1,500 migrant and seasonal farm workers.

3 CHAIRPERSON BEALL: And they were started in San  
4 Jose. And tell us where you were founded.

5 MS. SAPIEN: In -- behind Our Lady of Guadalupe,  
6 in the (speaking Spanish) -- "Get out if you can" area.

7 CHAIRPERSON BEALL: (Speaking Spanish). That's  
8 where they changed the motto to (speaking Spanish).

9 MEMBER AMMIANO: I just wanted to commend you for  
10 your foresight, particularly on the job market, and I  
11 think that comes from your years of service. I'm not  
12 trying to date any of us, but when someone sticks to a  
13 vocation, such as you have, you learn a lot. It's  
14 invaluable. I wish we could clone you and adapt it to  
15 other areas. So congratulations, too, on your Award for  
16 Economic Development from the Secretary of Commerce.  
17 I'm glad that you got noticed.

18 You know, one thing struck me, and I was thinking  
19 of it with the other discussion, too, is when you talked  
20 about the stresses on the family when there's economic  
21 hardship. I imagine that brings up mental health  
22 issues. And are there services to help you help them,  
23 that kind of thing, for mental health and keeping  
24 families together? And I know how important a family  
25 unit is, but I'm sure there's fractures sometimes.

1 MS. SAPIEN: Right. We do.

2 And to your question, from the -- to the prior  
3 speaker, what unmet needs are we seeing? Support  
4 systems. We train someone and get that person a job.  
5 If we don't stay with them to make sure they have  
6 transportation, child care, housing, etc., then the  
7 training and the job, you know, can go by the wayside.  
8 So support systems is very, very good.

9 CHAIRPERSON BEALL: Thank you for being here, and  
10 I know you are going to keep fighting for the cause.  
11 Thank you.

12 MS. SAPIEN: Thank you.

13 MEMBER AMMIANO: Can you tell us about Jim  
14 thirty-five years ago? No. That's okay.

15 (Laughter)

16 MEMBER AMMIANO: He was a little guy.

17 CHAIRPERSON BEALL: Actually --

18 MS. SAPIEN: Just one thing, that his mother and  
19 my mother were recognized as mother of the year.

20 CHAIRPERSON BEALL: It is true.

21 MS. SAPIEN: Because each one had ten kids.

22 CHAIRPERSON BEALL: I think both moms had ten  
23 kid -- my mom and her mom.

24 MEMBER AMMIANO: You could have your own caucus.

25 CHAIRPERSON BEALL: That's the Chacon family in

1 San Jose. Several famous Chacons. Her brother was a TV  
2 broadcaster; right? Enrico Chacon.

3 We're going to hear from another definitely  
4 experienced organizer and young leader in Santa Clara  
5 County, Poncho Guevara, who's executive director of our  
6 Sacred Heart Community Services, which is another one of  
7 the organizations founded in the '60s in the community  
8 in San Jose. And he's going to provide hundreds, if not  
9 thousands, of people with services in our community.  
10 And this is an organization, again, that I have much  
11 connection with, since my parents have volunteered to  
12 work at this organization. So I just wanted to point  
13 that out, because we have to disclose all conflicts of  
14 interest here. And I wanted to note that my mother and  
15 dad both have worked there as volunteers.

16 And I'm sure you can tell us about what's going  
17 on and how the program is working in Santa Clara County  
18 and elsewhere. So welcome.

19 MR. GUEVARA: Good to see you, Chairman Beall.  
20 And it's wonderful to actually see your service here  
21 upon behalf of our community.

22 Again, my name is Poncho Guevara, and I'm the  
23 executive director of Sacred Heart Community Service,  
24 and we're proud to have joined the community action  
25 family since last year, as one of the newest community



1 action agencies in not only the state, but also the  
2 country.

3 I just want to start off with a little story. I  
4 just got back from meeting with a colleague of yours and  
5 mine, Will Lightbourne with the Social Services  
6 Agency --

7 MEMBER AMMIANO: Down in San Francisco.

8 CHAIRPERSON BEALL: We stole him away from you.

9 MEMBER AMMIANO: He was kind of glad, but that's  
10 another story.

11 MR. GUEVARA: He was rabble-rousing in our neck  
12 of the woods. We got back -- and I got back from this  
13 meeting and I arrived in our parking lot and I saw this  
14 the woman struggling, carrying a box of food, and I  
15 offered her some help. And after initially looking down  
16 and kind of shaking her head, you know, no, she turned  
17 around towards me, looked up and smiled and she said,  
18 "Yeah, that would -- that would be great." We didn't  
19 say much as we are carrying the box, you know, over  
20 around the corner of the building, out of the parking  
21 lot. But then, you know, I asked her -- I was, like,  
22 "How are things going?" and she related to me that she  
23 had been -- that it's been a really tough week; it's  
24 been a tough time for her. But after that day, after  
25 receiving some services there, she started to feel a

1 little bit better.

2           See, Carol had been -- has been homeless for  
3 several months, and she had been couch surfing with  
4 friends and sleeping on the notorious "Hotel 22" bus, as  
5 it's called, all night. And she related the irony of  
6 her circumstance, because just a couple years ago, she  
7 was actually running a homeless shelter in Contra Costa  
8 County, had left there to go work for Nordstrom and  
9 worked for a string of other retailers. But the economy  
10 is such that her prospects were just freefalling.

11           And we talked for a few minutes about our  
12 families and waited for the bus to come and I helped,  
13 you know, bring the box up to her seat. And as I was  
14 walking out, we exchanged blessings and she whispered to  
15 me, "Please, please keep this up. I know how hard it  
16 must be, but please keep doing what you are doing  
17 because folks are really hurting." And that's really  
18 the mantra that you are hearing now, time and again, is  
19 people are hurting. But things like the Community  
20 Services Block Grant gives local communities the  
21 flexibility to be able to do some of the things, make  
22 the interventions happen, and really respond to the  
23 needs of our community in different ways.

24           I mean, you know, the reality of, you know,  
25 poverty and in Silicon Valley here, and while it's known

1 as a great generator of wealth for our state and for our  
2 nation, there are also many thousands of people that are  
3 really suffering. Last year alone, Sacred Heart served  
4 over 43,000 unduplicated individuals coming to our  
5 programs, between 20,000 -- between 18 and 29 thousand  
6 people a month come to us for our 11 programs,  
7 everything from basic needs, such as food and clothing  
8 and housing and -- housing and utility assistance, to a  
9 wide variety of self-sufficiency programs that we're  
10 also offering.

11 But what's happening now is really disturbing.  
12 Each month, we're seeing double-digit increases. We saw  
13 a 37 percent increase in the number of people coming to  
14 us this last year alone. And the lines are growing and  
15 the kind of deprivation that you are seeing is really --  
16 it's unprecedented in many ways. We have been around  
17 for 45 years, but never have we seen over 400 families,  
18 households, coming to us each day to receive an  
19 emergency allotment of food.

20 And that's not only disturbing on a number of  
21 different levels, but just in terms of what people are  
22 experiencing from that.

23 I will skip over. We did some focus groups and  
24 some things that we're having about people stretching  
25 their allotment. It's really their core source of

1 nutrition. It's only meant to supplement a little bit  
2 of that.

3 But one of the stories that came out of some  
4 focus groups and other discussions that we had included  
5 a response from a young woman who was -- who related  
6 that, until recently, she and her husband were really  
7 looking forward to welcoming their first child into this  
8 world. And but now -- I mean, she's expecting in just a  
9 couple of weeks. And she said something to the effect  
10 that, you know, she really wishes she weren't bringing a  
11 child into this time of hardship where she can't even  
12 make enough and survive enough to actually provide the  
13 basic nutritional needs for her and her husband, much  
14 less a newborn.

15 So the Community Services Block Grant has become  
16 an important asset to us, because as we're not only  
17 responding to these needs and buying additional  
18 commodities, building up the additional requirements of  
19 our community, but also we've been able to build upon  
20 the work that we're doing in terms of housing and  
21 shelter assistance, utility assistance, adult literacy,  
22 ESL, and computer literacy training that we're doing,  
23 job search assistance, expanding the kinds of things  
24 we're able to do to help people find employment, from  
25 counseling and case management, resume help. But it's

1 everyday things, such as transportation costs,  
2 identification cards, and clothing for folks trying to  
3 get back and trying to get into the job market right  
4 now.

5 But we also have been able to expand our capacity  
6 to actually develop a deeper collaboration. That's what  
7 I want to talk to you a little bit about. What's  
8 happening with the Community Services Block Grant, at  
9 least in our community, is that in addition to providing  
10 all these services, we're actually involving more of the  
11 community. We've always been known -- as you mentioned  
12 your parents have been volunteers. And last year alone,  
13 we had over 6,000 individual volunteers contributing  
14 over \$1.5 million in volunteer hours, taking that kind  
15 of a gross estimate from our auditors, about \$18 an hour  
16 of what the worth of that investment is. But it helps  
17 us do all of our programs. We've actually invested a  
18 lot more resources in that.

19 We've also been investing in partnerships around  
20 employment and the earned incomes tax credit, in terms  
21 of being able to help get people enrolled in that and  
22 working with different partners and in investing in  
23 other partner organizations with the CSBG resources that  
24 we're doing. But also things around homeless outreach  
25 and job training and employment development efforts that

1 are happening around our community and trying to create  
2 these linkages between organizations.

3 Last thing I will try to mention, too, is that in  
4 addition to providing some of that leadership and kind  
5 of filling in those gaps, we're actually providing a  
6 little bit of a framework now for bringing people  
7 together around a number of these issues.

8 Most recently you may -- your office has been  
9 involved in some of the work and your successor's office  
10 has been involved in some of the work around something  
11 called Step Up Silicon Valley, which is a collaboration  
12 of different organizations. There were 90 that released  
13 a report talking about how we can cut poverty in half in  
14 Silicon Valley by the year 2020. And we've been the  
15 sole investors in that with Community Services Block  
16 Grant resources in creating these new networks of  
17 institutions that are doing lots of exciting things like  
18 the meeting that I had with -- around the resources and  
19 creating a whole safety net of working with the ECF  
20 dollars and making sure those can go out to lots of  
21 folks in the community and helping to stabilize families  
22 during this period of economic downturn.

23 So there's lots of exciting work that's  
24 happening, and we're working hard to do it.

25 The last thing I will just note, though, is, it

1 was funny because one of the things that being a  
2 community action agency, we've been able to adopt a  
3 tripartite board structure. And one of my new board  
4 members, who is an elected official -- his name is Ash  
5 Kalra -- he represents the City of San Jose on the  
6 council there, and he came to me and we kind of talked  
7 and learned a little bit more about the organization and  
8 structure, some other things in terms of the financials.  
9 And as he was waiting in the lobby, he ran into a  
10 gentleman who came up to him and said, "Yeah, I  
11 volunteered for your campaign. I'm a union ironworker  
12 and I have been out of work for months. What can I do?  
13 How can we do something?" That kind of thing.

14 He said -- and this is a former client of his, in  
15 the public defender's office, where Mr. Kalra actually  
16 served, you know, for several years. And they were  
17 talking about, is he staying clean, everything's going  
18 okay, that kind of thing. Yeah, but it's really hard to  
19 go and make things work.

20 You can see that stuff go full circle. The  
21 commitment from all parts of our community, people  
22 receiving help in a dignified, compassionate way, but  
23 knowing that the challenges are so much farther ahead of  
24 us. And it's exciting to see the community coming  
25 together in ways and the Community Services Block Grant

1 really helps.

2 Thank you.

3 CHAIRPERSON BEALL: Thank you.

4 MEMBER AMMIANO: Thank you.

5 CHAIRPERSON BEALL: Thank you very much. And,  
6 you know, because you are a community action agency,  
7 could you kind of let people know here how do you go  
8 about deciding how to use these funds in terms of your  
9 process? Because I think that's important, to kind of  
10 explain.

11 MR. GUEVARA: Well, what's been really exciting  
12 is that Sacred Heart has had a long experience of  
13 actually creating and developing services and programs  
14 that are responsive to the needs of our community. We  
15 do a lot of focus group work. We are a general  
16 clearinghouse. When you have over 43,000 people coming  
17 through all the time, we spend a lot of time listening  
18 to what people are talking about.

19 But there's been a new set of processes that we  
20 really implemented, including a community needs  
21 assessment, that we went through for the first time,  
22 that included data sets and doing survey research and  
23 other things, throughout the community. We've done  
24 different hearings and other things, and then part of it  
25 not only have been part of a number of different



1 institutional collaborations and task forces, but also  
2 brought some of that information together and actually  
3 had our new Community Action Board actually serve as the  
4 sounding board for many of these ideas and concepts and  
5 really vet what are some of those critical needs and  
6 what's actually happening with that.

7         So through these things, like Step Up Silicon  
8 Valley, through these efforts around needs assessments,  
9 public hearings, focus groups, and other things, it's  
10 actually helped shape some of the priorities. So some  
11 of the things that have come out of that, that have  
12 actually come to the forefront, have been not just  
13 things around the earned income tax credit. You know,  
14 for example, one of the things people are saying, it  
15 would be a nice thing for us to be able to facilitate  
16 that process. But things around, like, can we start  
17 community gardens? We're actually doing a project  
18 called our La Mesa Verde, which is actually helping low  
19 income folks -- in our neighborhood, in particular,  
20 helping them actually build gardens, actually build  
21 organic and actually provide for themselves. And  
22 whatever is excess from that comes back to our pantry  
23 program, helping out their neighbors in need.

24         Things like that have actually come and  
25 generated -- the transportation costs and other things

1 have been a huge issue and we've invested more resources  
2 because of the flexibility around these programs. So,  
3 really, what it is, is coming from many sources -- from  
4 our partners, from our client base, and actually from  
5 our leadership of the Community Action Board, who have  
6 been helping to shape this from their institutional  
7 perspectives, and it's been exciting to see that work,  
8 to have the opportunity built to work around that.

9 CHAIRPERSON BEALL: Okay. Thank you. I really  
10 appreciate you being here and congratulations on  
11 offering just a fine agency. And we really are proud of  
12 you in Santa Clara County.

13 MR. GUEVARA: God bless you.

14 MEMBER AMMIANO: Thank you.

15 CHAIRPERSON BEALL: Now, we heard about San  
16 Bernardino County, and oh, boy, so Patricia Nickols is  
17 going to talk to us, as she's the executive director of  
18 the Community Action Partnership, and we really need to  
19 listen to her because there's -- as we heard earlier,  
20 there's a lot of unemployment down there. I want to  
21 hear what she has to say. So welcome. Thank you for  
22 coming.

23 MS. NICKOLS: Thank you, Mr. Chairman, and  
24 members of the Assembly Human Services Committee. Thank  
25 you.

1           Thank you for the opportunity to present  
2 testimony in support of State Department Community  
3 Services and Development's 2010/2011 State Plan.

4           My name is Patricia Nickols, for the record, and  
5 I'm the chief executive officer of the agency. I've  
6 actually been with Community Action for just a little  
7 bit over 35 years, so I love the work that we do. It  
8 has become a lifelong career for me as an individual,  
9 and a passion for helping people better their lives,  
10 which we all have an opportunity to do because of this  
11 great funding.

12           Community Action Partnership is a private  
13 nonprofit agency. We've been around since 1965, and we  
14 serve over 850,000 households on an annualized basis  
15 with a variety of programs. Our mission is to assist  
16 individuals to become self-sufficient. We do that  
17 through a variety of programs and services that are  
18 based upon needs assessments that we conduct.

19           One of the great things about the plan for the  
20 funding is that we are required to conduct a needs  
21 assessment, and we do that through a process that  
22 entails a survey of our clients as well as our  
23 stakeholders. We reach out to all of our nonprofits in  
24 San Bernardino County as well as the individuals who  
25 receive these services. And we identify one of the most

1 critical needs that exist within the county, what  
2 agencies are meeting those needs, and where can we fill  
3 the gaps and ensure that, to the greatest extent, we are  
4 serving our community from the holistic standpoint.

5         With an annual operating budget for 2009 of about  
6 \$32 million, we're able to do that through, as a I  
7 mentioned, a variety of programs and services and I'm  
8 just going to highlight some of them. I do want to say  
9 that, yes, in San Bernardino County, this economic  
10 downturn, which started in 2007, the worst in our  
11 history, did not escape San Bernardino County.

12         We have a high concentration of individuals that  
13 are below the poverty guidelines. Approximately  
14 12 percent of the total population, which is 2 million  
15 in San Bernardino, are at or below the federal poverty  
16 level. Sixteen percent of individuals in San Bernardino  
17 County receive some form of public assistance. Our  
18 unemployment rate in March was around 11.5 percent,  
19 meaning that over one-thousand-four-seven-hundred (sic)  
20 people were without work.

21         We conducted a homeless survey, and it showed  
22 that on any given night, over 7,000 individuals were  
23 homeless in the streets of San Bernardino County. So  
24 the needs are great in San Bernardino County and they  
25 vary in scope.

1           We operate programs that have enabled us to reach  
2 out to one of the most critical needs that we identified  
3 as a part of this process for the State Plan, and that  
4 was emergency food assistance. And I want to speak a  
5 little bit about the ability that this funding provides  
6 from the standpoint of leveraging.

7           We operate the San Bernardino Food Bank, and this  
8 is a program where we receive state funding in the  
9 amount of \$132,000 from the Department of Social  
10 Services, but through the funding from the State  
11 Department of the Community Services and Development,  
12 we're able to augment that funding and serve over  
13 5 million pounds of food through a network of over 190  
14 agencies. This network consists of about 25 soup  
15 kitchens. And when we surveyed the population,  
16 emergency food was one of the most critical needs  
17 identified in our county.

18           Through the support of CSBG, we've been able to  
19 expand and quadruple the size of our food bank  
20 operation. We have been able to bring in additional  
21 foods to supplement what we receive through the United  
22 States Department of Agriculture, and serve many, many  
23 more households, but, yet, we still have a waiting list  
24 in terms of the needs for these programs and services.

25           When you speak about leveraging and the ability

1 of CSBG funding, I just want to share with you, we  
2 operate this program with six paid staff, but we receive  
3 thousands of volunteers on an annualized basis. In  
4 2008, we had 1,451 volunteers that donated 7,159 hours  
5 of volunteer time. That's valued at 1.7 million hours  
6 (sic). That's the ability of CSBG to leverage resources  
7 and bring in individuals who support our food bank  
8 operation.

9 Another area of concern that was identified was  
10 utility assistance. We are the only provider in our  
11 county of emergency heating assistance through the Heat  
12 Program, also a program that is offered through our  
13 State Department of Community Services and Development,  
14 to be able to serve a multitude of individuals.

15 This year, we will probably serve somewhere  
16 around 24,000 households with utility assistance because  
17 of the funding that's provided through the support of  
18 our State Department of Community Services agency. Last  
19 year, we saw over 24,000 individuals in that program,  
20 ranging from the need of just providing them with  
21 education. And all of our programs provide an  
22 educational component, which is critical in terms of  
23 serving the population. In addition to that, we were  
24 also able to weatherize just over 7,000 homes, and you  
25 heard about weatherization and the ability of that

1 program and what it can do for low income households.

2 I had had my BlackBerry because I wanted to read  
3 to you, as I was coming up on the plane this morning  
4 from San Bernardino, just e-mail messages from a client.  
5 And I do get those directly.

6 And one client indicated, they wanted just to  
7 thank our agency for the ability to receive services.  
8 They said last year they weren't able to get through the  
9 summer because they could not turn on their  
10 air-conditioning unit. Our agency went in and serviced  
11 that family, and she indicated that they were provided  
12 with a cooler and they were able to have a much more  
13 enjoyable summer, but that their utility bills have been  
14 substantially reduced.

15 I also had another e-mail from a client who  
16 reached out through our website saying that her husband  
17 had been shot ten years ago; he's a quadriplegic, and  
18 she is also unemployed because of the loss of her job,  
19 and they were in desperate need of services to pay for  
20 their utility bills.

21 So we receive all sorts of requests for services  
22 and in this time, it is so critical that we have the  
23 ability to ensure that this money comes in to not only  
24 the state of California, but every community action  
25 agency that is represented by the network that this

1 agency serves.

2 I also want to share with you an innovative  
3 program that we're operating in San Bernardino County,  
4 which is a weatherization training center. Our state  
5 agency had the vision to know that we were going to be  
6 poised to receive an incredible amount of funding with  
7 the federal stimulus dollars, and they supported a  
8 vision that we had, to create a second training center  
9 in the state of California. Our agency operates one of  
10 two weatherization training centers in the state, and we  
11 are training at least, on a weekly basis, 32 individuals  
12 to be prepared to go in and weatherize homes.

13 This not only allows agencies to meet the  
14 requirements of ARRA in terms of having the skilled  
15 workforce, but it also creates jobs for so many who are  
16 now unemployed. So this funding that was provided by  
17 our state agency benefited not only our ability to  
18 expand and develop this training center, but to give us  
19 a curriculum that is recognized.

20 We're now working with our county Workforce  
21 Development Board to be able to become an eligible  
22 training provider and provide assistance to many, many  
23 more individuals outside of just the weatherization  
24 network of providers. So I can't speak enough about the  
25 ability that this money has in terms of being able to



1 leverage.

2 One other area I want to focus on, because our  
3 agency is very committed to the issue of homelessness;  
4 in San Bernardino County we were the only agency that  
5 has really taken a leadership role in going after  
6 funding through the Department of Housing and Urban  
7 Development. And through the ability of funding that we  
8 leveraged with State CSBG, we were able to do the  
9 first-ever study of the homeless population, which was  
10 conducted in 2004, and then again in 2007.

11 That study, as I indicated, revealed that there  
12 were 7,331 individuals homeless at any given time. But  
13 we also were able to become a lead agency in applying  
14 for funding. We brought in \$46 million to San  
15 Bernardino County to provide services to over 50  
16 homeless projects.

17 So the funding that was received is actually  
18 being leveraged in so many ways beyond just the amount  
19 that comes in through one entity of Community Services  
20 Block Grant.

21 We are also the provider of the Homeless  
22 Management Information System for the County of San  
23 Bernardino, and we are now data collection agency for  
24 the Homeless Prevention Rapid Rehousing funding that's  
25 being received in this county. So we have a wide

1 variety of programs and services.

2 I also wanted to share with you -- because,  
3 Mr. Chairman, I know that you are very, very supportive  
4 of the EITC program -- we partnered with the AARP to  
5 bring in over \$9 million in federal returns for  
6 individuals. We actually processed 9,631 returns. Of  
7 that, \$2.2 million was EITC. So it has --

8 CHAIRPERSON BEALL: That's great.

9 MS. NICKOLS: -- a far reaching impact.

10 I just would like to summarize by saying that the  
11 importance of this program cannot be underscored enough  
12 in terms of the far-reaching impact it has on the  
13 community. And in a time such as this, it is critical  
14 that we have the ability to serve and continue to  
15 provide that safety net of services to this population.

16 CHAIRPERSON BEALL: Thank you very much. I think  
17 it's exciting to hear how you are fighting hard and  
18 that's what we got to do now. We all have to fight hard  
19 to reduce poverty in California and make a -- double our  
20 efforts and our own personal courage in fighting  
21 poverty, so that's going to be essential in the next few  
22 years.

23 So thank you, Patricia. I want to ask you a  
24 question. Does the community action agencies -- can you  
25 describe, for your agency, in terms of how you assure

1 that poor people to get involved in, like sort of the  
2 design and delivery of the services in that community?

3 MS. NICKOLS: Yes. Actually, at a decision  
4 level, which would be our Community Action Board of  
5 Directors, we have known what's called as a tripartite  
6 board. Five of those representatives are actually  
7 individuals that are low income themselves or represent  
8 the low income community, so they have a seat at the  
9 table in the running of our organization and on all  
10 policy decisions.

11 In addition to that, almost on every advisory  
12 committee that we create, we make sure that there's a  
13 low income representative. Most recently, we advocated  
14 even with the creation of the County Office of Homeless  
15 Services, that that include a homeless individual. So  
16 we attempt, at every level, to ensure that the low  
17 income population has a voice at the table because we  
18 not only believe that we're advocates, but sometimes  
19 they can tell their story much better than we can.

20 So it's really important to have their ideas and  
21 their thoughts and their views on the services that are  
22 being provided. What I mentioned about the needs  
23 assessment that we do, we reach out to them in terms  
24 of -- our greatest program, I think, that has the  
25 potential to reach so many low income people is our food

1 bank. When we serve thousands of households on a  
2 monthly basis, we're able to talk with them directly,  
3 get their input about what their needs are and what's  
4 happening with them.

5 But what's not probably unique to San Bernardino  
6 County is that for the first time in many, many, many  
7 years, you find people who have never required public  
8 assistance, coming to us, saying, "I need support. I  
9 need services." And with that, what we found is it's so  
10 important -- our vision is that we provide services with  
11 dignity and that we ensure that everyone feels like when  
12 they come into our agency that they are being treated in  
13 a dignified manner and that their needs to be -- not to  
14 say that we can meet all the needs, but that we really  
15 attempt to. If we can't serve them, we have a large  
16 enough referral basis of agencies that we can refer them  
17 to.

18 CHAIRPERSON BEALL: You know, these needs  
19 assessments, I think, are really important, and I think  
20 they would be valuable to the legislators to have a  
21 chance to look at. And if you could work with Lloyd to  
22 get some of the needs assessments to me, we might be  
23 able to -- maybe I could work with a project with Lloyd  
24 to compile them and put them together for the  
25 legislators to review so I could show legislators in

1 their districts what's going on, what people are doing,  
2 the current status, the changes, the trends, all those  
3 kinds of things.

4 I think right now it's important for us to make  
5 decisions based on evidence-based kind of decision  
6 process. You know, not, you know, the two seconds that  
7 people come up and testify before us, yes or no on  
8 bills, but actually have substantive information that we  
9 can use to make our decisions. And I think this type of  
10 information about what's really going on in the  
11 community would be very valuable. So maybe we could  
12 develop a way of putting that together for everybody.

13 So I appreciate you being here from a tough  
14 county to be executive director from. Two million  
15 people, that's a lot of people there.

16 MS. NICKOLS: I would just like to speak in  
17 regards to the data collection. I'm certain that we  
18 would be able to respond to that, because our state  
19 agency has really supported a data collection process  
20 that allows us to track where the dollars are going and  
21 who we are serving. And then with our internal  
22 organizations, we have the ability to track that data  
23 and be able to report on the outcomes.

24 As was mentioned by our state director, Lloyd  
25 Throne, all of our programs are focused on national

1 performance-based outcomes, so we have to be able to  
2 show the outcomes that we are achieving and also to  
3 demonstrate the need for the services we are providing.

4 CHAIRPERSON BEALL: Thank you very much.

5 MEMBER AMMIANO: Thank you.

6 MS. NICKOLS: Thank you for the water.

7 CHAIRPERSON BEALL: Yeah. I have the same  
8 problem.

9 We will now turn to kind of an interesting one.  
10 I think Mr. Ammiano said he was interested in this.  
11 This is Charles Turner, and Charles is going to talk  
12 about -- he's the executive director of our Community  
13 Design Center, and he's going to describe what he's  
14 doing. So welcome. Welcome. And very intrigued by  
15 what you are doing. So please proceed.

16 MR. TURNER: Thank you, Mr. Chairman and members  
17 of the committee. My name is Charles B. Turner, Jr.  
18 I'm the director of the Community Design Center, which  
19 is a nonprofit architectural and planning organization.

20 In the State Plan, we are one of the four limited  
21 purpose agencies funded by the Department of Community  
22 Services and Development. We're funded to provide  
23 technical services to low income communities and  
24 organizations. Those technical services deal with  
25 development, affordable housing, and construction of

1 neighborhood facilities and projects. Our job is to  
2 prepare plans and designs necessary to obtain building  
3 permits and secure funding from private and public  
4 sources and they also -- our plans also serve as a guide  
5 for actually making the improvements and completing  
6 construction of neighborhood facilities, such as child  
7 care centers, affordable housing, clinics, community  
8 centers, and other facilities that serve low income  
9 rents. We are one of the organizations that gets  
10 projects shovel ready.

11 In a predevelopment phase, when plans are needed  
12 to obtain approvals and funding, we help community  
13 groups undertake improvements they would otherwise not  
14 be able to either start up or complete.

15 CSBG funding provides us with the support and the  
16 flexibility to be able to assist these clients in their  
17 predevelopment phase as well as to bridge the gaps and  
18 delays and the gaps in the funding process.

19 As you might imagine, most of the projects that  
20 are undertaken at the neighborhood level have a supreme  
21 difficulty in obtaining funding, stream of funding,  
22 necessary to actually construct the development. We are  
23 able to deal with all aspects of the plans, the designs,  
24 the permit process, contracts, bidding, and the site --  
25 on-site construction and administrative support.

1           The low income groups need to -- they need these  
2 services to participate really fully in improvement of  
3 their community.

4           Our recent work includes the design for  
5 converting an office building into what is now a child  
6 care center, which has now space for, I think, 34  
7 children in the Mission District and Hunter Point area  
8 in San Francisco. And what is, I think, a little bit  
9 unique about this, is the project has taken about three  
10 years because they have had to get funding at different  
11 periods from a range of sources. And the other thing  
12 is, it is two communities of different ethnic bases that  
13 have joined together to provide a facility for their  
14 children.

15           Currently, we are also working on a child care  
16 facility here in Sacramento.

17           We are also working with self-help for the  
18 elderly to improve the elevator access in their office  
19 building, which is particularly important for the  
20 elderly clients that they have.

21           MEMBER AMMIANO: Elevators become, like, one of  
22 the major western civilization obstacles. It's amazing  
23 how people rely on them and take them for granted.

24           MR. TURNER: It is. It's connected also to the  
25 ADA, because now you have to be able to meet those



1 standards, and the elevator in this building is  
2 somewhere around 1920 and, actually, I think you can't  
3 make certain improvements on it by law and license.

4 So we're working on that one.

5 And we're also completing, at this point, a  
6 church-sponsored child care center. And on this one, we  
7 started off just doing ADA for the toilet facilitates,  
8 and we figured out a way to expand those, which would  
9 allow them to be licensed for a larger number of  
10 students -- or kids on that.

11 That's basically some of what we're doing, and  
12 it's what our charge is to do.

13 CHAIRPERSON BEALL: So you are like an  
14 architectural planning firm for the poor, essentially.

15 MR. TURNER: Yes. We're the last resort, in many  
16 instances, for groups that may be dealing with projects  
17 that are extremely difficult, if not -- some of the  
18 requests are not possible to do.

19 CHAIRPERSON BEALL: I think that one of the --  
20 I'm interested because I'm an urban planner too. That's  
21 my -- before I became -- I went down to become a  
22 politician, I was an urban planner, and that's a long  
23 time ago. I think the only one here that knew me was  
24 Hermelinda. She knew me when I was an urban planner.

25 And I recall, they used to have urban planners

1 working for, like, model cities and other programs and  
2 that kind of went by the wayside, but it's kind of  
3 survived in groups like Habitat for Humanity and other  
4 organizations that are relying on volunteers to build  
5 and complete housing. They do that. They have  
6 volunteer or kind of urban planners, architects, people  
7 that could do plans for various community projects,  
8 buildings, and so forth.

9 Do you see -- is there kind of a pent-up demand  
10 for these kinds of projects, in your opinion?

11 MR. TURNER: Well, the demand really follows the  
12 funding. When there is federal or private funding, then  
13 we get a lot of requests. Right now we're doing a  
14 number of child care centers and we're doing a lot of  
15 ADA work. And that is largely because, one, they can  
16 get funds there, some way or another, and there are also  
17 some obligations there.

18 But by the way, I started off -- I'm an urban  
19 planner by profession, and when I started off, I was a  
20 volunteer and then the chief planner before I became the  
21 director. And over the years, it has changed. Much of  
22 the advocacy that started in the early days has been  
23 adopted. We've been successful in some ways that are  
24 interesting and ironic, because many of the things, when  
25 we started in 1967, it was thought to be unprofessional

1 to work directly with low income clients and to advocate  
2 their interests. And now it's a rare consulting firm or  
3 city planning department that does not work directly  
4 with community groups and does not perform some sorts  
5 of advocacy.

6 CHAIRPERSON BEALL: Do you work with firms that  
7 do pro bono work, that kind of thing?

8 MR. TURNER: We have, yes. We have worked with  
9 firms that do pro bono work, big firms, and then we have  
10 also worked with firms that started off doing pro bono,  
11 and then found out that the economics and the time  
12 involved in bringing these projects to fruition was too  
13 much. So in that occasion, we have been the architects  
14 and the planners that have completed the project.

15 CHAIRPERSON BEALL: Mr. Ammiano?

16 MEMBER AMMIANO: Just wanted to say, it's really  
17 a wonderful service and overlooked many times in the  
18 struggle for a nonprofit. I was at the -- an event in  
19 Bayview at a knapsack giveaway and there was a table for  
20 that child care center. People were very excited about  
21 that.

22 And just anecdotally, since we're wrapping up, I  
23 remember the African-American Cultural Center out there  
24 on Webster. The issue was the elevator. And I remember  
25 working on it because it was before district election.

1 I mean, it took two to three years to really get -- to  
2 meet that challenge because of the requirements not only  
3 for ADA but other programs could -- you know, had  
4 funding but they couldn't operate without that elevator  
5 because of the regulations. So it's kind quite a  
6 service. And one time I worked at the Red Stone  
7 Building in -- there was a theater there, a gay theater,  
8 Theater Rhinoceros. And they got funding, but the  
9 funding said you have to have an accessible bathroom,  
10 and so people worked on that and the bathroom did become  
11 accessible except no one who was disabled could get to  
12 the second floor.

13 So if you miraculously became disabled when you  
14 were on the second floor, you could use the bathroom.  
15 So we didn't have your service. We didn't have that  
16 kind of coordination then.

17 MR. TURNER: We would like to do an elevator for  
18 the cultural center, but they made some kinds of changes  
19 in there, and I don't know if they fully complied or  
20 not.

21 MEMBER AMMIANO: And I think by this time, but it  
22 was amazing how intricate it was.

23 CHAIRPERSON BEALL: Thank you very much, and  
24 thanks for the service of all the professionals working  
25 with you.

1           Now we're going to have Shelly Hance, executive  
2 director from Amador/Tuolumne Community Action Agency  
3 for -- go from urban to -- I would call this one of the  
4 more beautiful parts of California. So welcome to our  
5 meeting.

6           MS. HANCE: Thank you. Good afternoon,  
7 Mr. Chairman, and members of the committee.

8           My name is Shelly Hance, and I'm the executive  
9 director of the Amador/Tuolumne Community Action Agency,  
10 and we call at ATCAA because it's easier. But I  
11 appreciate your correct pronunciation; many people don't  
12 get the "Tuolumne" part correct. We are located in the  
13 Sierra Nevada foothills, and we are the most rural  
14 agency you are hearing from today.

15           I'm here today to speak in support of the CSBG  
16 State Plan. The plan embodies what community action  
17 movement is really all about. It embodies the local  
18 determination of strategies to assist low income  
19 families out of poverty. It acknowledges that the needs  
20 of Los Angeles are not necessarily the needs of Amador  
21 and Tuolumne Counties. So we have that diversity  
22 throughout our state.

23           It also embodies the strengths of CSD. It is a  
24 strong and unique state department, administering  
25 federal funds with accountability, efficiency, and

1 support to the service provider network, and I really  
2 echo the support part. We have a very strong CSD at  
3 this time, very strong, and excellent service providers  
4 throughout the state.

5 I've worked at ATCAA since 1982, when the agency  
6 started with a \$160,000 CSBG grant. Today we have  
7 250,000 of CSBG, and each year, our leverage of CSBG  
8 increases. Today, we administer \$9 million of funding.  
9 We employ 150 staff and 600 volunteers, many of who are  
10 low income themselves.

11 Our program areas include Head Start, energy  
12 assistance, weatherization, family resource centers,  
13 family learning centers, where we are assisting  
14 Spanish-speaking residents with English learning, and  
15 GED job skill development.

16 We have the youth mentoring program, a food bank  
17 that distributes to 150 food pantries. From January to  
18 June, we distributed as much food as we have in any one  
19 year in the past, due to the increased need in our area.  
20 So there's just been such a great need through  
21 difficulties with our economy.

22 We have three homeless shelters. We do  
23 residential assistance, parenting and children services,  
24 information and referral, budget counseling, financial  
25 and literacy, digital literacy programs, throughout our

1 rural area.

2 Our difficulties are remoteness, and our  
3 transportation is a large need in our area, and our  
4 community is out through thousands of acres and miles  
5 of -- and people live throughout those in very small  
6 pockets, so getting to our centers and getting to  
7 services is difficult for our residents.

8 MEMBER AMMIANO: Particularly for the seniors, I  
9 imagine.

10 CHAIRPERSON BEALL: Yes, very much so.

11 Today I would like to talk to you about two of  
12 your unique recent activities supported through CSBG.  
13 Through CSBG and a grant from what's called CETF, the  
14 California Emerging Technology Foundation, we applied  
15 for some funding to do digital divide in the outlying  
16 areas and neighborhood information centers. And CETF  
17 came back to us and said, "Would you, instead, first,  
18 look at mapping your area for broadband."

19 And our board looked at this and realized that  
20 because of our hills and mountainness area, that we do  
21 not have great broadband access, and this is really  
22 affecting businesses locating in our area, our current  
23 business community, businesses leaving the area due to  
24 lack of ability with e-commerce. And for job creation,  
25 our board said, yes, we will do this.

1           So we had a very unusual set of new partners,  
2   which were our internet service providers, and through  
3   working with all of them and mapping our area, our  
4   internet service providers have been able to access  
5   \$3 million in PUC grants to be able to expand broadband  
6   coverage. They also have out there, at this point,  
7   \$12 million of stimulus funding to really bring what's  
8   called ubiquitous broadband, continual broadband.

9           MEMBER AMMIANO: I read about a case -- this was  
10   in Montana -- where they actually sued because the kids  
11   couldn't get the access that they needed to school and  
12   then their father couldn't, you know, do his business.  
13   So that's good that we didn't have to get into  
14   litigation about it.

15           CHAIRPERSON BEALL: Yeah. Well -- shhh.

16           MS. HANCE: It really affects so many areas, not  
17   only jobs, but there are some ways that we can look at  
18   health care provision, even dental provision that -- and  
19   disaster preparedness. That all works with having a  
20   solid broadband program, so we're very excited and very  
21   proud of that. We were also chosen as the only rural  
22   provider with -- in California, along with many urbans,  
23   through CETF for a proposal out of California.

24           The other story I would like to tell is about a  
25   local veteran and his family who called our homeless



1 shelter program anticipating that he would need shelter  
2 for his family, and he had never accessed services in  
3 his life. He had been paying six years on a mortgage,  
4 and due to unemployment and a layoff, he was no longer  
5 able to continue and he was really ready to give up his  
6 home. It was so sad.

7 But we have been training up HUD-certified  
8 housing counselors who help families work with their  
9 lenders, and we were able to help him repackage his loan  
10 and stay in his home, rather than having to become  
11 homeless.

12 And our phones are ringing off the hook with  
13 mortgage foreclosure issues and we just can hardly keep  
14 up with it. But we're happy to have the staff that we  
15 have trained, and we are providing that service with  
16 great vigor. And our staff stay up, you know, all hours  
17 with these calls that are coming in with mortgage  
18 foreclosures.

19 So the need is great, but we are there as a  
20 community action agency, and that is just one story of a  
21 success. I think you hear those successes all over the  
22 community action network, and those same stories are  
23 embedded in the CSBG plan that you have before you  
24 today.

25 So I really support that plan and the work that

1 CSD is doing in support. Thank you for the opportunity  
2 to address you.

3 CHAIRPERSON BEALL: Thank you.

4 MEMBER AMMIANO: Thank you.

5 CHAIRPERSON BEALL: I had a question, because I  
6 know in rural areas everything's stretched real thin in  
7 terms of social services. Unfortunately, the state has  
8 cut the budget considerably all over, and I guess when I  
9 started in the Assembly, the budget was -- I think it  
10 was 103 billion and now it's, what, 84 billion or  
11 83 billion. It's gone down that much.

12 So my question would be, when we are looking at  
13 the cuts ahead, you know, for a county like Tuolumne or  
14 Amador County, what have the counties' cut back down to  
15 the demand for services funded through these federal  
16 funds and through your agencies?

17 MS. HANCE: I'm not sure we've actually seen that  
18 yet, seen that completely --

19 CHAIRPERSON BEALL: It's coming.

20 MS. HANCE: It's coming. And in anticipating  
21 that, our agency with county department and other  
22 nonprofits, we held a safety net meeting and had over 80  
23 organizations show up and, basically, it's about how  
24 we're going to be able to do the same and more with less  
25 and how we can leverage what one another are doing -- if

1 someone's got something over here that can help over  
2 there. And so we have committees working currently, and  
3 we continue to report out to the board of supervisors on  
4 our plans.

5 CHAIRPERSON BEALL: Okay. That's great. And  
6 keep up the good work. And I would like to keep, you  
7 know, communication with the Human Services Committee  
8 because I think that's the kind of thing we want to  
9 monitor and see what people are doing and understand  
10 what's going on in all parts of California, especially  
11 those in, sort of, the wild, beautiful areas, like you  
12 represent.

13 MEMBER AMMIANO: You can go there on horseback.

14 MS. HANCE: Thank you very much.

15 CHAIRPERSON BEALL: There might be some other  
16 vehicles I would use. Donkey, maybe.

17 Okay. We're now at the public testimony. And I  
18 invite individuals that would like to testify on our  
19 Community Services Block Grant State Plan and  
20 Application.

21 Do we have any individuals who would like to get  
22 up and address the committee? You can do so now, at  
23 this time. We have none. No?

24 Okay. So in terms of -- I see none, and for the  
25 record, I see none approaching. So I wanted to thank

1 the Department and all the witnesses who appeared to  
2 testify today as well as our members. And I really  
3 learned a great deal about the importance of the  
4 services provided by these CSBG funds, so I commend you  
5 for working and the services you are providing our  
6 state, improving the lives of our low income  
7 Californians. And I think that as I said at the end,  
8 asking questions, it's going to be more and more  
9 important that you continue to redouble your efforts and  
10 to keep having courage and faith and continue the  
11 efforts as much as you can, to serve the people more now  
12 than ever. I look forward to seeing the final plan and  
13 expect there will be continued efforts to improve the  
14 effectiveness -- I heard a lot of that today -- and  
15 improving the quality of services provided by the  
16 community action agencies.

17 So thank you for serving our Californians in  
18 need, and with that, I will adjourn the meeting.

19 (The hearing adjourned at 3:10 p.m.)  
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25

1 CERTIFICATE OF REPORTER

2  
3 I, KATHRYN S. SWANK, a Certified Shorthand Reporter  
4 of the State of California, do hereby certify:

5 That I am a disinterested person herein; that the  
6 foregoing Hearing of the Assembly Human Services  
7 Committee on the California Department of Community  
8 Services and Development Proposed 210 and 2011 Community  
9 Services Block Grant (CSBG) State Plan and Application  
10 was reported in shorthand by me, Kathryn S. Swank, a  
11 Certified Shorthand Reporter of the State of California,  
12 and thereafter transcribed into typewriting.

13 I further certify that I am not of counsel or  
14 attorney for any of the parties to said hearing nor in  
15 any way interested in the outcome of said hearing.

16 IN WITNESS WHEREOF, I have hereunto set my hand  
17 this 25th day of August, 2009.

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19  
20  
21  
22 \_\_\_\_\_  
23 KATHRYN S. SWANK, CSR  
24 Certified Shorthand Reporter  
25 License No. 13061

